

Marquette University Committee On Staff
Approved Minutes
Thursday, February 19, 2009
Raynor Library, Conference Room C

Attendance: Vanessa Mann, Senior VP Office Representative /Chairperson; Jessica Payson, Provost Office Representative/Vice Chair/Secretary; Carol Dufek, Member at Large; Sherri Lex, Provost Office Representative; Patricia Psuik, Provost Office Representative; Kristina Fisher, Senior VP Office Representative; Ellen Blonski, Historian; Chris Pivonka, Provost Office Representative; Carrie Kratochvil, Provost Office Representative

Guest: Cas Castro, HR Director

Absent: Mike Cosgrove, Member at Large/Treasurer; Jeremy Saperstein, Member at Large

The meeting was called to order at 2:10 p.m.

Committee On Staff Topics

Guest-Vanessa Mann introduced Cas Castro, the new Director of Human Resources for Marquette University. Cas shared with the committee his past work history and a little bit about his views of his future with Marquette University.

Carol Dufek shared the history and mission of COS.

Membership updates-Vanessa Mann

The option was brought to the table if the committee should look for new members to replace the two openings left by Laura Krenz stepping down and Alandria Gladney stepping down or if the committee should wait and add the openings to the elections coming up.

All were in favor of adding the positions to the nomination ballot coming up in March.

Jessica Payson was nominated and voted in as new Secretary of COS.

Sub-Committee Reports

Elections and Nominations Committee-Chris Pivonka

Voting is planned to be online this year on COS's website. Chris will send Jeremy the nomination ballot used in the past and find out what changes need to be made to move to an online nomination process.

Jessica Payson will check on getting the email list serve updated.

Position openings to be voted in this year:

3 Provost Area Representatives

4 Senior VP Area Representatives

1 President Area Representative

1 Member-At-Large Representative

Web Development-Vanessa Mann in Jeremy Saperstein's absence

The subcommittee has not been able to meet. Jeremy is asking for help with the decision on how the news page should be formatted, after which it will be ready to launch.

The members of the committee are to email their suggestions, if they have any, to both Sherri Lex and Jessica Payson after viewing the development website Jeremy created. Sherri and Jessica will organize the layout and add whatever links and updates should be on it and send it to Jeremy.

Employee Welfare Committee-Carol Dufek

No updates/No meeting since last COS meeting.

University Parking-Pat Hackett by Vanessa Mann

No updates

University Safety Committee-Carol Dufek/Jessica Payson

No updates

AMU Advisory Board-Sandra Peterson by Vanessa Mann

The board met with representatives from Sodexo food service, who supplies the food service at the campus-wide dining operations.

- attendance to dining operations in the AMU is up

- Caesar salads top-selling item in Marquette Place

- Loyalty plan participation is up

- Campus Kitchens received 12,000 lbs. of donated food during the Cans Across America Campaign.

- Chef Adriana Unes Caporossi from Brazil is scheduled to dazzle us in February

- 67% of the Stone Creek Coffee supplied in the campus Brews is from Socially Responsible growers.

| The board will meet with Sodexo again at next meeting.

Marquette Sustainability

New Buildings Work Group-Carol Dufek

Carol was not able to attend the last meeting. If minutes are sent out, Carol will update at next meeting.

Recycling Work Group-Mike Cosgrove

No update

Natural Resources/Utilities Work Group-Peter Dombrowski by Vanessa Mann

-Changing lights in parking structure over to LED lighting was looked into and discovered not to be cost effective in the long run.

-Suggestion was made on replacing current trees and plants on campus that are not native to Wisconsin to ones that are native trees requiring less watering and minimizing disease treatment.

-Discussed ways to raise student awareness of natural resources and resource conservation around campus.

Vending Work Group-MaryJo Goodwin by Vanessa Mann

No update

Public Relations-Sherri Lex

Sherri Attended the New Employee Orientation and it went well. She also handed out the sign up sheet for the next few New Employee Orientations for members to represent at.

Sherri asked about making a new pamphlet. Carol Dufek suggested a book mark instead like COA's. Sherri will look into designing the new book mark.

Pending Items

By-Laws Article IV-Changes made

New Business

Employee Questions-Chris Pivonka

A support staff employee suggested there could be room for improvement on the Wellness Benefit online application and its process. Cas Castro took note of the suggestion.

A support staff employee asked if there was an easier way to use the vision benefit website. It was suggested the employee be informed to contact HR if they need assistance with the website.

Joint COA/COS/Faculty Council Event-Vanessa Mann

Vanessa met with Jackie Walker, Chair of COA, and discussed the idea of the next joint meeting, which has been scheduled for Monday, April 13th, in AMU 227 from 12pm-1:30pm.

It will be a panel discussion with representatives from the Sustainability and Renewability Committee to discuss Marquette University's sustainability and renewability initiatives.

Vanessa volunteered to create the email invitation to go out to all employees and will work with COA and will keep COS informed on what/if anything else needs to be done.

Milwaukee Paid Sick Leave Ordinance-Vanessa Mann

Cindy Bauer, Vice President and General Council, Office of General Council, asked Vanessa if COS can assist in getting the word out that the ordinance has been tabled and no changes have gone into effect at this time. The University will keep its employees informed of any changes. If there are any questions from support staff, direct them to Human Resources.

Announcements

Vanessa Mann announced that tomorrow, Friday, February 20th, is the final day to nominate someone for Excellence in Service Awards.

Kristina Fisher announced that starting fall 2009 will kick off the 100th year celebration of Women at Marquette. She suggested COS come up with some ideas how to be involved in the celebration. It was suggested also as a news item on new website.

Meeting adjourned 4:05pm.

The next scheduled meeting is for Thursday, March 19, 2009 12 – 2 p.m. in AMU Henke Lounge.