

Marquette University Committee on Staff

Approved Minutes

Thursday, May 19, 2011

AMU Henke Lounge

Present: **Stephanie Glanzmann**, Member-at-Large/Chair; **Kristina Fisher**, Senior VP Office Representative/Vice Chair; **Lori Ozminkowski**, Provost Office Representative/Secretary; **Jean Ott**, Member-at-Large/Treasurer; **Ellen Blonski**, Historian; **Alysia Dvorachek**, Senior VP Office Representative; **Melissa Econom**, Provost Office Representative; **Sheila Kershek**, Provost Office Representative; **Andrew Seifert**, Senior VP Office Representative

Excused: **Barbara Fedran**, Member-at-Large; **Shirley Haig**, Member-at-Large; **Sandy O'Donoghue**, Senior VP Office Representative

Absent: **Carrie Kratochvil**, Provost Office Representative; **Gwenyth Murphy**, Senior VP Office Representative; **Elizabeth Wawrzyniak**, Provost Office Representative

The meeting was called to order at 2:14 p.m. by Stephanie Glanzmann, and together we read a prayer from Ellen Blonski.

Committee on Staff Topics

Employee Concerns

None

Progress Report

- Elections: Ballots are ready to be sent out and will be sent out today or tomorrow. COS needs three representatives from the Office of the Provost area, two from the Office of the Senior Vice President area, and one at-large representative.
- Kristina distributed binders to members that had not yet received them, and she reminded those leaving the committee to return their binders so that they can be reused.
- The COS website had posted links for those who wished to make donations for Tsunami victims, in response to the employee question in March regarding what the MU campus would be doing to support the victims.
- Display Case #1 in the AMU is reserved for COS the weeks of July 18 through August 1. Stephanie will send out an email requesting thank you quotes from staff members for Father Wild that could be used in the case or on the COS website.
- Alysia will contact the appropriate groups to advertise the upcoming COS election on access TV monitors in the AMU, academic buildings and parking structures and encourage more participation from the MU Staff members.

Announcements/Other Business

- The Support Staff Luncheon will be held on July 19, 2011. COS will have a table outside of the ballroom to promote the committee. The display board that Kristina created would be a valuable tool to use.

Sub-Committee Reports

Web Master/Web Content

Andrew added the save the date for the Support Staff Luncheon to the landing page and will add information regarding the COS elections this week.

Public Relations

- New Folks Orientation was yesterday and 3 support staff attended. Sheila has uploaded the directions for her position, so that the next COS public relations representative will be prepared to make the presentations to the monthly New Folks Orientation meetings and deliver the welcome gifts.

Nominations and Elections

- Elections for new COS representatives will take place this week.

All-University Committee Reports

University Parking Committee

No report submitted.

University Safety Committee

No report submitted.

AMU Advisory Board

No report submitted.

Marquette Sustainability

New Buildings Group (from March 29, 2011 meeting)

- Green Week will be held April 11-15 with the close of the week on April 16th hosting Hunger Clean-Up.
- There will be a joint meeting on April 11th at noon for the four MU Sustainability Working Groups on campus.
- The Zipcars are being used more frequently and it will be determined if another car will be needed on campus.
- The engineering eLIMO project received a prestigious spot at the Renewable Energy Summit. They are hoping to get a license for the vehicle by the end of April.
- There has been discussion regarding the installation of building dashboards on some buildings. A dashboard would allow a visual representation of the University's energy use.
- Also in the discussion phase is the installation of solar panels on a campus building for generating renewable energy.

Supplier/Vending Work Group

No report submitted.

Recycling Work Group

No report submitted.

Natural Resources & Utilities Work Group

No report submitted.

Excellence in University Service

No report submitted.

Employee Wellness Committee

- Bike to work week is being held from June 6-11, 2011 and Marquette employees are encouraged to participate.
- Yoga classes will be held on Wednesdays from May 18 – July 13 in the Rec Plex. Cost for the 8 week session is \$40.
- National Employee Health and Fitness Day was held on May 18. Provost John Pauly led a walk around the Marquette mile and interested employees were asked to join. There was also free admission to the Rec Center or the Rec Plex on that day. It was suggested that Melissa ask if a pass could be handed out for the free Rec Plex/Rec Center admission for those who participate in the walk to be used in the future.
- Midnight run is sponsoring a drop off of collection of shoes and the deadline is tomorrow.

Kristina made a motion and Melissa seconded the motion to adjourn. The meeting was adjourned at 2:50 pm.

The next meeting is scheduled for Thursday, June 30th in the Raynor Conference Room A.

Andrew Seifert will take the minutes for the June meeting in Lori's absence. During this meeting, the remaining current COS members and the new COS members will have the opportunity to be selected for the four officer positions, if they so choose.