

**Marquette University Committee On Staff
Approved Minutes
Thursday, September 18, 2008
Alumni Memorial Union, Room 233**

Attendance: Vanessa Mann, Senior VP Office Representative /Chairperson; Jessica Payson, Provost Office Representative/Vice Chair; Carol Dufek, Member at Large; Mike Cosgrove, Member at Large/Treasurer; Jeremy Saperstein, Member at Large; Sherri Lex, Provost Office Representative; Chris Pivonka, Provost Office Representative; Carrie Kratochvil, Provost Office Representative; Ellen Blonski/Historian.

Absent: Laura Krenz, President Office Representative; Alandria Gladney, Provost Office Representative/Secretary; Peter Dombrowski, Senior VP Office Representative

The meeting was called to order at 2:09 p.m.

Committee On Staff Topics

Membership updates and discussion—Vanessa

As stated in the July 17, 2008 minutes Judy Ottaway has stepped down from her post on COS. Carol and Chris will work to hold a special election to fill the vacancy in the Provost's Office Area created by Judy's resignation. Vanessa also announced the resignation of Peter Dombrowski from his post. In response, Vanessa will be contacting possible replacements from the Senior Vice President's Area to fill the vacancy. Jeremy has suggested that this may be a good time to test the new electronic voting system; to do so he will work with Human Resources to obtain the most recent listing of support staff and e-mails.

Pending Items

By-Laws: Article II—Vanessa

Article II of the COS By-Laws was discussed. Changes will be made and sent out prior to the next meeting. We will continue with Article III at our next meeting. Please review and be ready to discuss. Once all changes have been made the new By-Laws will be voted on.

Bridging the Gap—Jessica

No updates/No meeting since last COS meeting

Race for the Cure—Jessica

There are 28 members on the Marquette Team; Jessica will be picking up the team t-shirts and will contact all participants to pick them up prior to race day. Jessica will also be contacting all participants regarding a location to meet on the day of the race so that we can walk together.

Sub-Committee Reports

Web Development—Jeremy

Jeremy continues to work on the new committee website. To date all of the minutes and agendas from the old site have been transferred to the new site. Jeremy is still looking for suggestions on content for the *News* area of the new site.

Public Relations—Sherri

-The new employee orientation will now be held on Wednesdays instead of Thursdays.

-New Folks Convocation was held on September 18, 2008. COS had a table that was staffed by Jeremy and Alandria. Jeremy made suggestions for future COS tables to make them more “fun.” Sherri will work to collect items and keep for future use.

Employee Welfare—Carol

No updates/No meeting since last COS meeting

University Parking—Alandria

Due to Alandria’s absence, no update was available

University Safety Committee—Jessica/Carol

No updates/No meeting since last COS meeting

AMU Advisory Board—Vanessa

No updates/No meeting since last COS meeting

Marquette Sustainability—Vanessa Mann/Carol Dufek/Mike Cosgrove/Mary Jo Goodwin

No Updates—but meetings are schedule for the upcoming weeks with each group.

New Business

Announcements/Other Business

-Chris received a call from an employee with concerns regarding the new meal options that are being promoted to University employees by Sodexo Food Services. The employee had gone to McCormick Hall for lunch and due to only having a half hour for lunch asked for the meal to go. The employee was denied the request with no explanation other than she was unable to have a meal to go. The request has been asked of COS to attempt to find out why Sodexo won’t accommodate the needs of employees, if they want the service utilized by employees. Carol will contact Sodexo to try and find an answer to the issue.

-Vanessa has asked that all members who will be late or absent from a meeting to contact her as soon as they know so that the agenda can be adjusted if need be.

Meeting adjourned at 3:59 p.m.

The next meeting will held on October 16, 2008 in AMU Henke Lounge.