Officers of Administration Council  
Meeting Minutes  
Wednesday, February 16, 2005  
1:30-2:30 Rogue Room

**Members present:** Marilyn Reid, Annie Bentz w/Finley, Abe Schafermeyer, Janice Langis, Kathy Cannon (notetaker)

**Absent:** Chris Loschiavo (excused)

**Others present:** John Crosiar

**Agenda**

1) **Announcements**

2) **Review January meeting minutes**  
Minutes will be reviewed at next meeting.

3) **Miscellaneous reports and updates:**
   - **Brown Bags**  
     The subcommittee will reconvene to discuss future topics; keep statistics on attendance.
   
   - **OA Issues Task Force**  
     Marilyn distributed an outline of issues that need follow up. The subcommittee will plan a box lunch (12-2:30) to work on these issues with Linda King.

   - **Budget allocation request**  
     Request approved for $2,000/year; $1000 for this year; $500 year professional operations; Chair will manage index Z1OAC; use this year’s money on beverages at brown bags and honorarium for Tim McMahon.

   - **0304 Annual Report**  
     Marilyn is working on a draft of the annual report. Kathy and Annie will help.

4) **Miscellaneous**  
Kathy gave a report from the VP Administration staff meeting. Topics discussed: OUS Administrative Council; Diversity planning; SEIU bargaining update; status of police project; Long Range Campus Plan update; report on the Leadership symposium for students; and an update on PSC funding issue involving *The Commentator*. 