Officers of Administration Council  
Meeting Minutes  
Wednesday, January 12, 2005  
1:30-2:30 Umpqua Room

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

Others present: Fred Tepfer, John Crosiar

Agenda

1) Announcements

2) Review December meeting minutes  
Corrections to name spelling; Annie, not Abe, on annual meeting subcommittee.

3) OA representative on Advisory Board, Inside Oregon  
Annie will serve

4) Miscellaneous reports and updates:  
   ■ Brown Bags  
   Try to reschedule Michael Redding; make a link to brown bags on website; subcommittee will reconvene to discuss future topics  
   ■ Budget allocation request  
   Dan has approved this request; wants more specific information.  
   ■ 0304 Annual Report  
   Marilyn is working on a draft of the annual report. Kathy and Annie will help.  
   ■ OA Issues Task Force  
   Need follow up on loose ends around this topic.

5) Review of OA website information on HR website  
Fix links so they don’t open as Word files; update sexual harassment link.  
   a) Discussion of OA Project  
   Thank Linda, but keep pressure on to finish project, give feedback.

6) Miscellaneous  
Chris gave a report from the VP Administration staff meeting. Topics discussed: crime statistics; map of campus at night; bakery acquisition; LTD strike; and salary thaw.

Fred shared his ideas for updating the website: less green; add photos. He is willing to work on it as time allows.