Officers of Administration Council
Meeting Minutes
Thursday, March 9, 2006
2:00 – 3:00 109 Friendly

Members present: Marilyn Reid, Annie Bentz, Janice Langis, Rachele Raia, Abe Schafermayer, Chris Loschiavo

Others present: John Crosiar, Kathy Cannon (notetaker)

AGENDA

1) Announcements
   • Reviewed revised minutes from January and February’s minutes. Kathy will get
     the minutes updated and email to the council before next meeting for review.

2) Business
   • VP Finance and Administration Staff Meetings
     Chris Loschiavo was unavailable for the last meeting.
   • Brown Bag Feedback
     We reviewed the results of the survey to see what attracted people to this
     particular brown bag and to solicit ideas for future brown bags.
   • Spring Elections
     We discussed the timeline for nominations and submitting names for the election.
     Annie provided an updated outline of the OA voting process. There are 3 open
     seats. Elections take place 4/26 – 5/7. The council will send out an email with a
     bio from the nominees and a reminder to locate PAC numbers for voting on
     DuckWeb.
   • New OA Orientation – September 6
     The council discussed changing the format of the orientation to a more social
     event with food and networking, rather than yet another presentation. We also
     discussed asking for Gwen Steigelman’s feedback.
   • Future brown bags schedule
     The council discussed the idea of having the ice cream social at the Living
     Learning Center. Mike Eyster is willing to present and Janice will get more
     information on dates. In response to a suggestion on the survey, we will set up a
     brown bag with the Leadership Office. Abe will work on setting that up. We also
     discussed having a brown bag with Charles Martinez to discuss how OAs fit into
     the diversity plan/department plans.

3) MISC.
   • Meeting with Linda Brady has been scheduled for July 12, 1:30-3:00.
   • Attached handout regarding proposed legislative concepts for long-range
     planning.