Officers of Administration Council
Meeting Minutes
Wednesday, October 14, 2009
1:30–3:00 p.m. 109 Friendly

Members Present: Shelley Elliott, Andre Chinn, Linda Leon, Jessi Steward
Others Present: Chris Jones, John Crosiar, Tracy Bars, Peter Gilkey, Linda King, Kim Holland-Turley
Excused: David Espinoza, Dave Landrum

1) MINUTES
   • 9/23/09 meeting cancelled. There were no meeting minutes to approve

2) BUSINESS
   • Peter Gilkey/UO Senate President
     o Visited OAC to build a bridge between UO governance and OA representatives
     o Asked for points of concern from OAC
     o Discussion of pending vote on new faculty governance structure – concern for lack of OA representation in the motion that is scheduled for a vote today.
     o Discussion of Classified Staff unpaid furloughs and its tangential effects on OAs.
     o General consensus furloughs have created an atmosphere of inequity and low morale for Classified Staff and OAs.
     o Positive input from all Council members to Peter Gilkey’s idea of asking the President and Provost to hold a town hall meeting after the ratification of the SEIU contract to address the general sense of inequity and low morale.
   • Training and Development policy and OA Policy Committee Update (Linda King & Kim Holland-Turley)
     o Training/Development review is done and posted on HR website
     o Linda presented the idea of creating a blog similar to what was used for Academic Ideas Initiative blog.
     o Consensus on idea of requiring bloggers to self-identify prior to adding comments.
     o It was suggested to include an introductory paragraph posting guidelines and maintain blog for a period of two weeks.
     o Performance Evaluations - Kim has interviewed 5 of the 8 colleges to see who is currently conducting OA performance evaluations. She also intends to interview auxiliary units.
     o An OA performance evaluation tracking system is being designed to determine who is doing performance evaluations
• Grievances – Linda reported Penny Daugherty is heading up this sub-committee. The work in this area is proving to be more complex than originally believed to be the case.
• Compensation - work is just starting on this policy. No report of who is responsible for this committee.
• New OA Orientation Review
  o New format received positive comments and feedback from attendees
  o The interaction was a positive addition to the format; a suggestion was made to break-up the seating arrangement next year so people who know each other won’t ‘group’ together.
  o Kudos were given to Pam Farmer for her direction in changing the Annual OA meeting format.
  o Appreciation was expressed for the surprise attendance of President Lariviere and Vice-Provost Frances Dyke.
• OAC Annual Meeting – Oct 27th from 10-11:30 (Gerlinger Lounge)
  o Update on duties progress
    – Andre – picture collage, goals
    – Shelley – invite Linda King, Pam Farmer (DONE)
    – Jessi – room, AV, nametags, greeting table, OA Conversations
    – Linda - catering
    – Dave L. – invite senior administration (DONE)
    – David E. – greeting table, OA Conversations
  o goals for opening remarks and introductions from President Lariviere
• Fall meeting with Frances Dyke
  o Meeting has been moved to winter (Shelley)
• Meeting with OA Reps
  o Meeting has been moved to winter (Shelley)
• OA Conversations update (Jessie Steward)
  o Scheduled OA Conversation Series meetings are tentatively scheduled as follows:
    November 11 – Pam Farmer
    December 8 – Provost Jim Bean
    January – Mike Redding
    February and March – speaker confirmation pending
    April - President Lariviere

3) OTHER ANNOUNCEMENTS
• OAC work session to go over final assignments for Annual OA meeting. Friday, October 23, 2009, 9:00-10:00, Century Room F, EMU.