Officers of Administration Council Meeting  
Wednesday, December 9, 2009 1:30-3:00 pm  
Maple Room EMU

MINUTES

Present: Jessi Steward, Shelley Elliott, Linda Leon, Andre Chinn, David Landrum,  
David Espinoza

Guests: Peter Gilkey, Kim Holland-Turley, Linda King, Tenaya Meaux, Chris Jones,  
John Crosiar

BUSINESS

- UO Senate President Peter Gilkey addressed the Council on 3 issues: State Accountability Metrics,  
new online budget reporting system, and a town hall meeting on the ongoing unionization drive by  
United Academics. Prof. Gilkey provided some background for state accountability metrics  
explaining that it is part of a larger proposal to realign the University’s relationship with OUS.  
Specifically, Prof. Gilkey is interested in having OA representation on the University of Oregon  
committee working on the accountability metrics. The OAC Council agreed to forward to Prof.  
Gilkey for his consideration the names of OAs who could serve on this committee.  
He also reported that there is a University of Oregon Senate group working on an on-line  
budget reporting system for which an OA could be recommended. Prof. Gilkey has been asked by  
the FAC to facilitate a town hall meeting on the current faculty unionization drive. He explained  
ideas for the format of the meeting and encouraged the OA Council to recommend names of OAs  
for consideration as part of a panel discussion that he would moderate. Discussion ensued  
exploring the goals of the town hall meeting, the role that OAs might play in the meeting, the  
appropriateness of OAs participating in this meeting, and the role and relationship of the OA  
Council to the issue. The town hall is proposed for 1/29/10, 3:30pm-5pm, in Columbia 150.

- Linda King provided updates:

  On the issue of Dec. 24th University operations and office closures, it is anticipated that 3 options  
will be presented to the campus community: fully open to the public, administrative day/closure,  
and closed.

  OA Employment Policy Initiative: recruitment for the Assoc Director of Human Resources for OA  
Employment has moved into the file review stage with phone interviews pending. The search  
committee is endeavoring to move this process along but the winter break, holidays and Rose  
Bowl are making that hard. It is hoped that there will be candidates brought to campus sometime in  
January.

  A draft of the OA professional development policy is ready to be submitted to the official  
University policy review process.

  The Compensation subcommittee is looking at position descriptions and referencing job  
responsibilities with a goal of aligning with salaries.

  The Grievance subcommittee is working toward defining a process that is informal as well as  
formal.

  Linda King will prepare a written report on the OA Employment Policy Initiative and provide a  
progress report to date at the University Senate meeting on January 13, 2010.

- Winter term meeting with Frances Dyke  

  Shelley is working on preparing an agenda. The actual meeting date and time to be determined but  
is anticipated for winter term 2010.

- Strategic Planning Process
Jessie Steward agreed to attend the 1/5/2010 Strategic Planning Meeting. She will read the Academic Plan and pose questions to the OAREps to solicit feedback and opinions on topics important to OAs.

- OA Conversations update

Michael Redding has committed for 1/6/10. We discussed the possibility of Feb. or March as a possibility for having an OA Conversation on the unionization drive. This would come as a timely follow up to the Jan. town hall meeting that Prof. Gilkey is attempting to set up. Shelley also reminded those responsible for coordinating the OA Conversations to send out announcements via oanews 10-14 days prior to the event and again either the day before or the morning of the event.