

**OA Council Minutes**  
(12/14/2012) 10:00 am – 11:15 am  
109 Friendly

Members		Lead Assignment/Title		Present		
Miriam Bolton		Chair		Y		
Patrick Chinn		Communications/Web back-up		Y		
Chris LeBlanc		Vice Chair		Y		
Deb Mailander		OA Policy Committee/Communications back-up		N		
Colleen McKillip		OA Forums/Vice Chair back-up		Y		
Kristina Mollman		Webmaster/OA Forums		Y		
Lisa Raleigh		OA Forums/OA Employment subcmte Chair		Y		
Teri Rowe		Treasurer/Prof. Development/HR Liaison		Y		
<a href="#">Item 1</a>	<a href="#">Item2</a>	<a href="#">Item 3</a>	<a href="#">Item 4</a>	<a href="#">Item 5 and 6</a>	<a href="#">FYIs</a>	<a href="#">Standing Agenda</a>
Report mtg with Kim Morrison re: CHRO recruitment	OA Policies and Accreditation	OAC Website	OAC Training Schedule	OA Forum Committee update Future meetings		

Topic	Discussion	Decision	Assignment
<b>Item 1</b>	Most OAC members met with Kim Morrison, from Diversified, the agency hired to conduct the national search for the new Chief HR Officer (CHRO), on 12/13/12 to discuss OA concerns and issues around OA employment in order to assist with the job description development and recruitment as well as to discuss the timeline for the recruitment and hire.	<b>Overall everyone seemed happy with the meetings and discussions. Kim appeared to be very open and responsive to the comments made by all. Miriam reported that Kim's end of day summary was very cohesive and included the main topics of discussion from the OAC meeting with her.</b>	none

Topic	Discussion	Decision	Assignment
Item 2	Tabled		Keep on agenda for next meeting
Item 3	Kristina and Patrick gave an overview of the new website and asked for specific feedback. The new website must be launched by the end of the year.	<p>Overall the site looks great. Discussion points mainly focused on menu items and structure of sub-menu items. Based on historical documents brought in from the old site, there was a discussion regarding the by-laws.</p> <p>Site can go live as is if need be and updated as time permits.</p>	<p>Everyone asked review site and email Kristina, Lisa, and/or Patrick with contextual suggestions</p> <p>Miriam to ask Linda Leon about history with by-laws</p> <p>Want group picture of council members for the home page</p>
Item 4	Tabled		Keep on agenda for next meeting
Item 5	<p>Listening tour</p> <p>1/17/13</p> <p>1:00-2:00 pm</p> <p>Location: 175 McKenzie Hall</p>	When and how often to remind OA's	<p>Patrick will send invitations to OA list the first week of January and then repeat each week leading up to the event.</p> <p>Patrick will look into if it is possible to include a calendar item in the emails.</p>
Item 6	Future meetings – January's meeting will include discussion about policies issues, some of which were raised accreditation reports. Linda King, Linda Leon and David Espinoza will be invited to provide historical background information and input in the discussion		Lisa will ask Linda Leon and David Espinoza to come to the first meeting in January. Miriam will confirm Linda King's attendance.
Next Meeting	1/11/12; 109 Friendly Hall 10:00-11:30		

Recorder: Teri Rowe