

OA Council Minutes

June 14, 2013

109 Friendly

Members		Lead Assignment/Title		Present		
Miriam Bolton		Chair		X		
Patrick Chinn		Communications/Web back-up		X		
Chris LeBlanc		Vice Chair		X		
Deb Mailander		OA Policy Committee/Communications back-up		X		
Colleen McKillip		OA Forums/Vice Chair back-up		X		
Kristina Mollman		Webmaster/OA Forums		X		
Lisa Raleigh		OA Forums/OA Employment subcmte Chair		X		
Teri Rowe		Treasurer/Prof. Development/HR Liaison		Absent		
Linda King		Garrick Mishaga		Spencer Smith		
Joe Szelesta		Paula Staight				
Item 1	Item2	Item 3	Item 4	Item 5 and 6	FYIs	Standing Agenda
HR Update	OA Stars Meeting	Ice Cream Social and LISB Tour Update	Subcommittee Review and Accomplishments	OAC Retreat		

Topic	Discussion	Decision	Assignment
HR Update by Linda King	CHRO position was not filled, the search committee will be going back to existing search pool to identify potential interviewees. Linda King will be reducing her FTE later this summer, but will still be around through mid Oct.		
OA Stars Meeting	Offer for an OA and a guest to sit with the president in the president's box during a fall game. This year, they have 5		

Topic	Discussion	Decision	Assignment
	<p>games where they would like to have an OA attend and have their service recognized. This may vary each year. Along with an OA at each game, there will be 2 Faculty and 1 Classified personnel being recognized.</p> <p>We discussed eligibility and decided that all OA Senators, OAC, and FAC members should be considered for recognition.</p> <p>. We also want to make sure that this recognition is open to a wide range of OAs and acknowledge university service. .</p>		
Ice Cream Social and LISB Tour Update	<p>July 16th, 11:30 to 1:30 in the Science Quad.</p> <p>Melodi Jayne in CAMCOR will be giving tours. Talking with Naomi Crow about upper floors. Campus operations will be controlling the building, but it is still in transition. Kimberly Espy's office can see about tours of other places.</p> <p>Reminder that this is a professional network opportunity for OAs.</p>		<p>Colleen will order the items from Catering, possibly including a canopy, given lack of trees or natural shading in the location.</p> <p>Patrick will send out an RSVP email with Qualtrix survey to handle sign-ups.</p>
Subcommittee Review and Accomplishments	<p>The OAC recommended a letter be sent out explaining the importance of the OA performance reviews. That letter helped remind people of when those reviews needed to be turned in and why they were important. HR received responses from people who didn't know when, or why it was needed, and mentioning that the letter was helpful.</p> <p>We have a web redesign committee that was created for one year. Continue to have webmaster and backup, and see if a committee is needed next year. Forums still requires a committee to work on them, since the flow of info is so sporadic;. Forums are intended to give a chance to network and meet each other, with substantive meetings also done. Communication team sends emails to campus personnel about</p>		<p>Teri will provide more information about the Professional Development subcommittee, and Deb will give a report concerning the Policy and Procedures subcommittee at a future meeting.</p>

Topic	Discussion	Decision	Assignment
	upcoming event, including forums.		
OAC Retreat	<p>Date is tentative due to number of people being out for vacation or for work events. Two possible locations proposed have been Colleen's house and Miriam's house.</p> <p>Some of the things that we will discuss are future forums. We can ask around for what is a concern for people, and we also need to see about a public forum with Yvette Alex-Assensoh.</p> <p>Discuss annual meeting in the Fall, and we should have the Interim Provost come to the next one.</p>		<p>Colleen and Miriam will decide where the location will be.</p> <p>Deb will send out the SWOT analysis from prior years.</p> <p>Colleen will order lunch.</p>
Next Meeting			

Recorder: