

**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/departments 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.