

OA Council Meeting: Dec 04, 2002

Rogue Room, EMU Council: Attending: Fred Tepfer, ~~Mick Westrick~~, Donna Winitzky, Rachele Raia, Annie Bentz, and Todd Lundgren. Visitors: John Crosiar and Shirien Chappell

Notes by: SChappell

Agenda:

1. **Update on Senate meeting [5]** Discussion ensued about the upcoming [Senate meeting](#) this afternoon.
2. **Lunch (another wacky idea) [5]** Fred says he plans to be in or near the room in which the OA Council will have its regular meetings for an hour before each meeting. This is his way of forcing himself to take some lunch break time, and could be a cool way to socialize a bit with anybody who attends the OAC meetings.
3. **Linda Kizer-Paquette's professional development proposal [10]**

Professional Development Opportunity for Officers of Administration: A Proposal

Inter-institutional Exchange

Format 1 An OA arranges with his/her counterpart at another Oregon college or university - public or private, two-year or four-year - to change places for a short period of time. The actual exchange would be preceded by an orientation visit with the counterpart of a day or two so that basic daily operations would continue as normal during the exchange period. The agreement/approval of the department heads at each institution would have to be obtained beforehand, obviously, and other departmental staff would need to be advised of the exchange. Departmental staff support for the exchange would be important to provide a positive experience for all involved.

Format 2 An OA arranges to spend a week or several days working with his/her counterpart at another Oregon college or university - two-year or four-year, public or private. At a later date, the host OA spends an equal amount of time with the visitor at his/her home institution. Again, the agreement/approval of the department heads would be obtained beforehand.

This type of exchange program, constructed under either format, would have several professional development aspects. The OA would "get away" from their regular setting and routine for a time, and be exposed to new

people and new or alternate methods of doing similar work. They would come back refreshed, with new ideas. They would have made a new professional friend. They would have expanded their resource base. (Another possible outcome might be renewed appreciation for their home department and the way things are done here!)

It seems to me that the cost of this type of program would be minimal. Travel funds for 4 - 5 nights in a motel, mileage or a state car and some meals.

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4. Discussion ensued. Let's send this with a little cover letter to Linda King with the suggestion that since professional development was a topic of interest to the OA Project, we thought that this idea (which came up after the Brown Bag meeting of [Nov 13, 02](#)) would be a great thing for the OA Projecteers to chew on.
5. Annie agreed to send this with a cover letter to Linda King. Here it is:

December 5, 2002

Linda King
Human Resources
463 Oregon Hall

Dear Linda,

At our most recent meeting, the OA Council reviewed a proposal submitted by Linda Kizer-Paquette regarding professional development opportunities for OAs. The proposal was submitted shortly after the November brown bag meeting in which professional development opportunities for OAs was a topic of discussion.

The OA Council believes that this proposal is a creative option that provides professional development opportunities while acknowledging the reality of limited resources, and the current limitations on out of state travel. The Council supports efforts towards increasing professional development resources and opportunities for OAs, and we believe that this proposal is a good start and worthy of further consideration.

We would ask that you share this proposal with the OA Project

Committee for further review. A copy of the proposal is attached.

Sincerely,

The OA Council

6. **Status report on OAC letter to new hires [no news]**
7. **Plan annual meeting, Thursday, January 23rd, 10-11:30 a.m.**

Assignments:

- Todd: draft letter to 6 VPs: Anne Leavitt, Lorraine Davis, John Moseley, Allan Price, Dan Williams, and Richard Linton. Let them know about the upcoming OA Annual Event, and that we'd kinda like them to hang around and be available for questions. Give letter to Fred.
 - Donna: Help Annie with room arrangements, etc.
 - Rachele: Refreshments
8. **Status report on next year's elections:** They'll be in the spring, if we go this route. Fred: Ask DanWms if he'll pay the \$65/hour for 4-8 hours programming time for this. Also ask Susan H. if this is a one shot startup programming job, or if we'd be paying this every year.
 9. **Next Brown bag: in February**
 10. **Next meeting: 15 January, Room 109 Friendly.**