

OA Council Meeting: July 9, 2002

1 to 2 p.m., Umpqua Room, EMU

Present: Rachele Raia, Fred Tepfer, and Mick Westrick attending. Donna Winitzky excused, Magid Shirzadegan and Laura Blake-Jones not excused.

Guests: Shirien Chappell, Scott Higgins, Todd Lundgren

1. Establish subjects and schedule for OAC activities through Dec. 2002
 - Orientation: An OA orientation session is set for the morning of Wednesday September 18.
 - Election: Shirien will rough up a schedule for October 1st election nomination deadline and will confirm whose terms are up. Rachele will tally votes for the election
 - Brown bags/meetings: Brown bag in October (possible candidate forum) and November. Possible topics:
 - Changes in PERS actuarial proposal
 - Changes in healthcare benefits
 - Mentors/mentorship program

2. OA Introduction Program

Proposal has three legs: welcome packet, orientation, and mentoring.

We need a group to work on the welcome packet. We should review the packet that HR provides to see what isn't included. Shirien, Mick and Rachel volunteered to act as the sub-committee and draft the letter. Distribute with the benefits packet? Separately?

We also need a group to work on the September orientation session. Mick, Fred, and Todd will work with Linda King and/or others of Human Resources to develop an outline for review at the August OAC meeting.

3. Memo to OA taskforce addressing these issues
 - What mechanism related to performance appraisal for OA's
 - More full-blown performance appraisal with salary implications
 - Possibility of eliminating written contracts

Next meeting: Wednesday, August 7th at 1PM

Possible agenda items:

- Review PEBB site or HR for benefits package
- Confirm election schedule
- Review draft "welcome letter"
- Review draft orientation outline
- Flesh out mentoring program