

Officers of Administration Council

Meeting Minutes

Wednesday, May 14, 2008

1:30–2:30 p.m. 109 Friendly

Members present: Ceci LaFayette, Rachele Raia, Shelley Elliott, Cynthea McIntosh, and Kat Kordon.
New council members: Tenaya Meaux and Linda Leon.

Members excused: None

Others present: John Crosiar and Linda King

Agenda

1) ANNOUNCEMENTS

- a. Review past minutes– April 9th
- b. Minutes - approved with changes

2) BUSINESS

- a. Election Results – Congratulations were extended to new council members, Tenaya Meaux from UO Housing, Linda Leon from Romance Languages, and David Espinoza from UO Testing Services. The term for new council members runs from July 1, 2008 – June 30, 2010. Remaining council members: Shelley Elliott, Cynthea McIntosh, and Rachele Raia.
- b. **Review Accreditation Report** – Council review the report and discussed talking points for meeting with Provost Brady, including:
 - i. Appropriate performance review process
 - ii. Policy process and concerns
 - iii. Employment policy update
 - iv. Other policies being reviewed
 - v. Recommendation to provide an informational flier with OA contracts and providing a disclosure in job announcements regarding contract provisions.
 - vi. Timing of contract renewals
 - vii. Other discussion items included annual updates, a separate meeting for OAs regarding the presidential search, the inclusion of OA representation from the FAC and Senate.

3) Miscellaneous

- a. **Website update/updating OA news list** – The council discussed the need for the join option on the OAC website for the listserv. The functionality exists to automatically add individuals who request to join and requires minimal intervention as long as the council does not monitor whether requests are from an OA or not. The council agreed that this did not need to be monitored, but recognizes that individuals may be dropped from the

list during routine maintenance if they are not currently an OA. Council agreed that this was appropriate and opted to post a message on the join page to inform individuals that the listserv is intended for OAs.

4) Other Announcements

- a. VPFA Committee Update – Shelley Elliott provided an update of the meeting held on May 9th. Agenda items included discussions regarding the Barack Obama visit and Steve Mital shared information from a sustainability conference that he attended. The U.S. leads the Pacific Rim on consumption of sustainable resources. The UO will be hosting a sustainability conference in October.
- b. **OA Policy Committee Update** - Linda King provided an update to the council. Focus group meetings have been established. OA representation will be provided by the OAC, FAC and Senate in one focus group, other participants for the remaining focus groups are being selected at random.
- c. **Other** – Some questions were raised about who is on the OAC email list. Cynthea McIntosh will follow up on this matter.

5) FUTURE DATES TO REMEMBER

- a. **OA Conversations:**
 - i. **OA Council meeting with Provost Brady, May 15, 2008, tentative**
 - ii. **Provost Update, May 21, 2008**
 - iii. **Summer Social, TBD**