



UNIVERSITY OF OREGON

Officers of Administration Council

Meeting Minutes

Wednesday, October 8, 2008

1:30–2:30 p.m. 109 Friendly

Members Present: Shelley Elliott, David Espinoza, Linda Leon, Tenaya Meaux, Rachele Raia, Cynthia McIntosh

Others Present: John Crosiar

Agenda

1) BUSINESS

- a. Annual Meeting (catering ordered, room secured, invites done), need to determine agenda, ask for report from the OA policy committee, and need to invite Senate leaders individually.
- b. Goals for OAC 2008-9—use as handout at the annual meeting (Tenaya to adjust wording on annual meeting description in the Background section and add URL and council members info)
- c. Involvement of OAC in academic affairs workshop (tabled, if launched by Russ Tomlin OAC will revisit)
- d. Confidential webpages for OAC (Rachele to ask Ben for pricing)
- e. Comprehensive Review proposal: Determined that the OA Policy committee process should adequately address this issue. We will relay this to UO Senate President.

2) MISC

- a. VPFA Meeting: Shelley reported to OAC her notes from the September 12, 2008 meeting
- b. Bringing speakers to campus: David and Rachele gathering information
- c. Christmas Eve Holiday: Shelley to send reminder to Linda King and c.c. Francis Dyke
- d. Plan 2008-9 OA Conversations: David and Rachele gathering information

3) OTHER ANNOUNCEMENTS

- a. Email Announcement re: employee raises. Discussed disparity among the percentage rates between faculty (particularly non-tenure research and instructional faculty) and OAs. Decided not to address this at this

time in order to ensure raises go through given the timeliness, but will add it to the list of issues that should be addressed by the OA Policy Committee.

- b. OA Orientation Debrief:
 - i. Overall went well. Suggestions for next year: Introductions of attendees, Round table discussions in place of panel, give overview of University departments and how they relate to teach other service tabling (Catering, Printing and Design Services, Info Services, etc.)

-