

**Officers of Administration Council meeting
Wednesday, June 9, 2010 1:30-3:00 pm
109 Friendly Hall**

Meeting Minutes

Present: Shelley Elliott, Dave Landrum, Linda Leon, Jessi Steward
Guests: Mary Beth Allen, Miriam Bolton, Martina Armstrong, John Crosiar, Herb
Horner, Chris Jones, Rachele Raia, Marilyn Reid, Doug Tripp
Excused: Andre Chinn, David Espinoza

1) MINUTES

A review of the 5/12 meeting minutes is currently underway.

2) BUSINESS

Doug Tripp and Herb Horner from the Department of Public Safety discussed the **parking fee increase** proposed for FY11. The fee increase was presented as a way to balance the DPS budget. They pointed out the fee increase is for additional or replacement parking campus wide and not just for the new basketball arena. Also, they noted Athletics is actually paying more than their share for the percentage of parking designated for them. Shelley will follow up with Frances Dyke to confirm approval of the fee increase and the process for hearing testimony.

Mary Beth Allen provided an update on **OA Policy Initiative** progress. The conflict resolution policy is ready for final review by the steering committee before it goes to the next level. The performance management policy is in draft form and will be next for review.

Preparation for the **OA Summer Social** (July 14th from noon-2pm) is nearly complete. Catering, tents, and sound equipment has been ordered. Linda L. will confirm music with Tenaya Meaux. An invitation will go out to all OAs on 6/10/10.

Due to her end of term on the OA Council, an **OA Policy Initiative Committee representative** is needed to replace Shelley. Linda Leon agreed to serve on this committee beginning 7/1/10.

A suggestion has been made to have **small group OA sessions with Mary Beth**. Mary Beth is very supportive of this idea. She will brainstorm ideas and take the lead in developing and announcing sessions.

David Landrum summarized the results of the recent survey on the **OA Conversations**. It was noted a number of the responses seemed to indicate the purpose of the OA Conversations is not as clear as it could be. As a result, the OAC would like to dedicate a site on the OAC website to post a description and FAQs for the OA Conversations. Also, invitations to OA Conversations will include a brief description of the purpose of these events.

Nathan Tublitz attended a recent OA Council meeting and discussed the **unionization effort** currently in progress at the UO. Further discussion of these issues by the OA Council should be scheduled for Fall term. It is not clear if the OA Council needs to develop a Q&A site on this subject for the OAC website as this already appears on the HR website. Dave Landrum will contact Nathan and request clarification on the expectation and the OA Council role in this effort.

Miriam Bolton will send out a doodle calendar to begin the discussion on setting **OA Council meeting dates for 2010-11**. Shelley will reserve 109 Friendly Hall on July 28th from 1:30-3pm for the Council in case it is needed.

Follow up on consideration of an **OA Service Award** will be done during meetings of the 2010-11 OA Council. Dave Landrum will draft a list of nomination and selection criteria and circulate for OAC review and comment.

Shelley completed the **unit designations reference sheet** and forwarded an electronic copy to Dave Landrum to be posted on the OAC intranet site for future reference. This is helpful in assessing broad representation on the OA Council from the various areas or functions at the UO.

The OA Council reviewed the established **2009-10 OAC goals** and discussed areas where changes in process might be considered next year.

There was a brief discussion about contacting Ben Brinkley to maintain the **OAC website** for 2010/2011.