

Officers of Administration Council Agenda
Wednesday, May 12, 2010 1:30-3:00 pm
109 Friendly Hall

MINUTES

Present: Andre Chinn, Shelley Elliott, David Espinoza, David Landrum, Linda Leon, Jessi Steward

Guests: Mary Beth Allen, Miriam Bolton, John Crosiar, Linda King, Nathan Tublitz

BUSINESS

- Nathan Tublitz reviewed the results of the unionization survey conducted under the auspices of the University Senate. Participation in the survey was at 46% of all possible respondents with OAs showing the greatest participation in the survey. A lengthy discussion followed with agreement that while the survey appears to reveal a lack of support for a union, a lot of respondents indicated a desire for more information.
- Nathan Tublitz presented his idea for a service award for OAs similar to the Wayne Westling Award. The idea is to have an award granted by the University Senate for an OA based on leadership and service to the university community. He would see this as something distinct and different from the annual outstanding employee awards coordinated through Human Resources which he views as more job performance related. Nathan proposed that the OAC participate in the drafting of the criteria for the award as well as the selection process. More discussion of this issue will be needed.
- Linda King introduced Mary Beth Allen to the OAC. Mary Beth has been hired as the new Associate Director of Human Resources for OA Employment. Linda reports that the draft policy for OA Performance Management is now on the Human Resources web site and available for comments. Linda was asked if Mary Beth will be coming to the OAC meetings. She replied that she is thinking about this and will probably transition in the future. Linda reported that the Flexible Work Policy has now gone to Frances Dyke for review and will be forwarded on to the Executive Leadership Team for final review and approval. Linda also asked the OAC to select a new representative to replace Shelley Elliott on the OA Employment Policy Initiative Review committee.
- The Spring elections closed on May 7, 2010. Miriam Bolton and Stacy Williams-Wright are the newly elected members to the OAC and Linda Leon and David Espinoza were reelected to a 2nd term. Miriam and Stacy will be invited to the June OAC meetings. Shelley is finalizing a unit designation spreadsheet to place all units within their proper category:

academic, administration, or auxiliary. This will be reviewed and discussed at the June OAC meeting.

- OA Conversations update: David Landrum proposes sending out a survey to get feedback on the 2009-10 OA Conversation series and to solicit ideas for the future. A draft of the survey will be shared through the OAC listserv and the timing and of the survey was discussed.
- The planning of the Summer Social will be similar to previous years. It was agreed to locate the Summer Social on the lawn by the Pioneer Mother statue. Jessi will arrange for canopies and a sound system and Linda will take care of the catering. Linda will also explore other options, such as individual ice cream bars. Shelley to send out an announcement through OA news in early June. Invitations will need to be sent out to the President, Provosts, and Vice-Presidents in early June. David Landrum will check with the President's Office, the Provost, and Frances Dyke to determine their availability to assist with setting the date for the Summer Social.
- It was agreed to table a review 2009-10 OAC goals to the next OAC work session.
- Increased parking fees and proposed reductions in bus routes were discussed. There is concern over the financial impact to both OAs and classified staff as well as the apparent justification for the increase as a means to pay for the new Knight Arena parking structure. The question was asked whether or not the OAC should take a position on this but it was determined that more information was needed.