

**Officers of Administration Council Meeting**  
**Wednesday, April 14, 2010 1:30-3:00 pm**  
**109 Friendly Hall**

**MINUTES**

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

Guests: John Crosiar, Linda King, Kim Holland-Turley

Minutes from the 3/10/2010 OAC meeting have been sent to Andre and will be posted by the end of today

Linda King and Kim Holland Turley reported on recent progress with the OA Personnel Policy Initiative. Kim reported on the draft of the performance management which should be ready soon for presentation to the campus community for comments and feedback. She also reported that Human Resources is designing a system that will provide more robust functionality and will provide tools for users of the performance management system. The performance management policy will seek to reinforce the idea of an annual cycle for performance evaluations, will emphasize professional development, and will contain a report and accountability function that will report back to the Vice Presidents . It is hoped that this new policy will make expectations for performance management and evaluation widely known throughout the University.

The date and time for future OAC meetings was discussed. This issue was tabled until after the election so new OAC members can participate in the discussion and decision.

Linda King reported that Mary Beth Allen has been hired as the new Associate Director of Human Resources for OA employment. The campus will be notified of her appointment.

The OAC met with other elected OA representatives on March 29, 2010. Much of the conversation centered on the AFT unionization drive.

Shelley is coordinating the Spring election for the 4 open seats on the OAC. Shelley reviewed the list of nominees. Candidate statements are due to her by April 19, 2010. OAC reviewed candidates reporting units in order to comply with OAC bylaws to ensure a balanced representation on the Council. Discussion included the importance of integrating new members into the OAC.

Jessi and David provided an update on the OA Conversations series. Comments were received that some attendees had wished for more Q &

A time with Don Harris. The April OA Conversation was very well received and had excellent attendance. It was decided that this should be the last OA Conversation until next fall.

The OA Summer Social was discussed. Location will be on the lawn area behind Johnson Hall by the Pioneer Mother. Catering and invitations will be done later.