

Officers of Administration Council Meeting Minutes
Wednesday, May 12, 2004
1:30-2:30 p.m. EMU Umpqua Room

Members attending: Todd Lundgren, Annie Bentz, Marilyn Reed, Chris Loschiavo, Kathy Cannon

Members absent: Donna Winitzki (excused)

Others present: Fred Tepfer, John Crosiar

Agenda

1. Review minutes from April meeting [5]
2. Discuss OAC election results and inviting new members to June meeting [15]
 - Results: Annie Bentz, Janice Langis, Housing, Abe Schafermeyer (Intl Programs)
 - Compare previous election results to determine turnout
 - Start sooner with election information (maybe a short bio for nominees)
 - Need a representative/nominee from each unit
 - We will invite the new members to the June 9th meeting.
3. Update from brownbag subcommittee on brown bags for spring term [10]
 - Brown bag with Tim McMahon, May 25th, Ben Linder Room 11:30 – 12:30
4. New OAC website and comments on initial draft [10]
 - Todd will make final changes and then “go live”
 - Discussion of discrepancy in term dates: Terms are October 1 to Sept. 30
 - Elections are held in the spring
 - Eliminate list of OAs; Marilyn volunteered to work on the list over the summer
 - Fred will take over maintenance when Todd leaves
5. Annual Meeting and OA pin ceremony –Tuesday, November 9, 2004 [5] (reminder)
6. Discuss interim OAC Chair for Summer 2004 [10]
 - Annie Bentz will take over for the summer
 - Marilyn Reed will Chair for Fall
 - Kathy Cannon will Vice Chair for Fall
7. Recap/review/next steps/next meeting's agenda [5]
 - Linda King update on OA Project/Task Force Report at June meeting
 - Suggestion for ice cream social over the summer

Next meeting: Wednesday, June 9th, 1:30-2:30 p.m.– EMU Umpqua Room

- Kathy Cannon will be on vacation.
- Todd out first week of June