

**Officers of Administration Council  
Meeting Minutes  
Wednesday, October 13, 2004  
1:30-2:30 206 Friendly**

**Members present:** Marilyn Reid, Chris Loschiavo, Kathy Cannon (notetaker)

**Absent:** Abe Schafermeyer, Janice Langis (Edwards visit to campus)

**Others present:** Fred Tepfer, John Crosiar

**Agenda**

**1. September meeting review (5)**

Kathy will take minutes and email revised September minutes. Next meeting will be in the Coquille Room on November 10th.

**2. New OA Orientation: summary and review (10)**

Members were pleased with the turnout of approximately 50 new OAs at orientation. It was a diverse group consisting of those who have been on campus several years to those who have just started. Each presentation was informative and well received. Abe and Linda were able to give a nice presentation despite the lack of a working internet connection.

**3. Annual Meeting – November 9, 2004 (10)**

The council went over the final plans and notices for the OA YOS reception to be held in conjunction with the annual meeting. There was a discussion about the calculation used to determine the number of years of service and the wording on the invitation. Marilyn and Kathy will followup with HR regarding the council's concerns and conduct an evaluation after the event.

**4. Brown bags (15)**

The committee suggested several topics for upcoming brown bags which include presentations on the upcoming legislative session; the "millennial" generation; parking by Rand Stamm; and an update from Greg Vincent, VP for Institutional Equity and Diversity. The committee will meet again to finalize plans and set dates.

**5. Website review (5)**

Changes will be made to the website reflecting the July start date so new members officially start during the summer. A request was made to link from our page to "Peter's walks" page. Fred would like to add the pictures back to the site and delete the list of OAs and refer folks to the on-line directory instead. The mailing list is up and running. Kathy will send minutes of the summer meetings to be posted. We discussed adding back the "porthole" for private council postings. Email addresses: oanews@list reaches all OAs; oac@list reaches the council members and OA reps. to faculty committees.

**6. Did I miss anything?**

OAC member attendance at Dan Williams' staff meetings: Chris Loschiavo will attend and Kathy Cannon will attend when he cannot.

OAC Budget: We discussed requesting a line item budget from Dan Williams rather than requesting money each time we hold a function. Wendy Larson can give us an accounting of past expenses for planning purposes.

"Foolaucracy"