

Committee Meeting Minutes

Tuesday, Mar. 8, 2011 9:30-11:00 AM

109 Friendly Hall

Members	Lead Assignment/Title	Present
David Espinoza	conversations coordinator	X
David Landrum	co-chair	X
Linda Leon	co-chair	X
Stacy Williams-Wright	minutes for this meeting/web manager	X
Miriam Bolton	list serve manager	X
Jessi Steward	conversations coordinator	
Guests:		
John Crosiar	editing advisor	X
Guests:		
Linda King	Human Resources	X
Mary Beth Allen	Human Resources	X
Pam Farmer	Human Resources	X

Topic	Discussion	Decision	Assignment
Minutes	Will post Jan. 2011 to website when the website is online again. Still need Feb. notes to be completed.	Post as complete and website is operational	Stacy will post to website
OA Award from HR	Not an agenda item, but a good point was made that if possible it would be nice to see a small change be made to the HR letters that are sent to OA's who are nominated but do not receive the award from HR. Currently, they are notified that they were nominated but not awarded. Concern is that it feels like a "loser" letter even though positive work led to nomination. Suggestion made to update these letters with portions of positive feedback regarding why the OA was nominated.	Council members in attendance agreed with the suggestion for change at HR.	Linda King said she thought it was a good idea and that she would ask her staff to implement that suggestion.

Topic	Discussion	Decision	Assignment
Pam Farmer	Discussed potential topics and presenters for the OA Spring Strategic Leadership Forum. Points were made that charisma of the presenter can make or break the success of the presentation. Suggestion was made to also look at what Greg Bell, Water the Bamboo, was currently offering. Suggestion was made to poll OA's via email to try to engage OA constituents for buy-in and increase attendance. Poll of hands used to gauge interest of council on suggested topics.	HR will send a poll out to OA's to vote on the topics	Miriam, Jessi and Pam will coordinate the email poll and responses.
Seeds of change discussion	Stacy had emailed the OA council list serve the previous week with ideas about supporting two seeds of change proposals that were posted on the VPFA website for dedicated training space for Business Affairs and web conferencing pilot. Short discussion about other topics.	OA council agrees to support both topics	Stacy will email on behalf of the council and include suggested edits from council members
OA Policy	Not on the agenda, but questions for Linda and Mary Beth arose about the status of the OA Policy/H contracts. Linda states that the suggestion heard at the OA open forum to change all F contracts to A contracts was not approved by university leadership, neither was the suggestion to modify some F's to A's per review by unit/dean/director/department head. Point was brought up about making the statement very clear in the policy that the purpose of "timely notice" is for reorganization purposes not management purposes. Discussion of "for cause" and "at will" and UO OA's have at will meaning it can be used for multiple reasons. OA council requests statistical data from HR about how many timely notices are issued each year and from what organizational unit.	n/a	Mary Beth agrees to provide the council with requested data.
Senate Award	Short discussion about the responsibilities of the chair of the OA Senate Award	Stacy volunteers to chair the award committee, draft scoring sheet and timeline	Dave will finalize announcement with Senate Secretary, Chris Prosser and send
Revise OAC bylaws	Detailed review of bylaws.	Next draft to be reviewed via email	Miriam will send the revisions to the list serve
Next meeting	April 12, 9:30-11am, 109 Friendly Hall		

Recorder: Stacy Williams-Wright