

Shared Governance Minutes University Senate Administrator's Council

Meeting Date:	Sept. 26, 2018	Time:	9:00-10:00am	Location:	Campus Ctr 220
Meeting Leader:	Robert Lazer	Timekeeper:			
Scribe:	Robert Lazer	Gatekeeper:			
Judge		Recorder:			
Executive Committee:	Bob Lazer*, Blake Haggerty*, Christine Booth, Mary Ameen, Denise Anderson, and Todd Miller (*present)				
Meeting Purpose:	Regularly scheduled semi-semester meeting of the Administrators Council (AC). The purposes are outlined in the below agenda items.				
Preparation:	Review potential discussion items/topics by AC members.				

Time	Agenda Items	Process/Responsible
9:00am	Welcome and board member introduction	Bob
	Approval of February 6, 2018 meeting minutes	All
	Update on the 2018 Great Colleges to Work For Survey	Bob
	Discussion on employee engagement committee call for volunteers and members	Bob
	Bring Your Child to Work Day call for ideas and planning	Bob
	Recognition program ideas and committee formation	Bob
	What's on your mind: open discussion	All
10:00	Adjourn	

DECISIONS Reached	Decision Date
1. Welcome	
2. Approval of February 6, 2018 meeting minutes	
Motion: Maya Gewirtz, 2nd-Annie Crawford; Vote: All accepted, None opposed	
3. Discussion on how to get more involvement and participation from admin staff; Bob to follow-up	Nov. meeting
4. Blake complimented the on-line PSA and NA performance review systems and asked if OPEIU form would be on-line next year	To be considered in 2019
5. Update on the 2018 Great Colleges to Work For Survey analysis and next steps presented by Bob Lazer	Results to be communicated by end of CY
6. Recommendation that some of the Management Academy training be scheduled for the afternoon	Bob agreed for 2019

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