

**ADMAN MINUTES FEBRUARY 15, 2006**  
**1646 DaVinci Court**

**Present:** George Hague, Tom Mezzanares, Nancy Deherrera, Micki Eagle, Meshel Hays, Leslie Young, Janet Brown Simmons, Felicia Smith, Brenda Ruth

The Chair opened the meeting at 3:30 PM by introducing the invited guest, Ms. Lora Barrett from Mediation Services. Ms. Barrett gave an explanation of the services offered by her office including both Mediation and Conflict Coaching, and discussed their relative advantages. She mentioned that the process was completely voluntary, and confidential. All decision making remains in the hands of the participants. Using mediation services does not affect one's right to pursue other formal processes, but may be encouraged as an alternative to other formal administrative processes. Mediation creates an environment in which people may discuss differences and hear new information. It increases the clarity of understanding, and helps identify choices. It is designed to improve the quality of interactions among co-workers. There was some general discussion about when to use the service and who qualifies. Anyone wishing to inquire about the services may reach Ms. Barrett at 530-297-4480. Her offices are located off campus at 328 D Street in Davis.

The Chair then reported on his appointment to the Executive committee of the Staff Assembly, a draft of a letter supporting the Chancellor which will be in Dateline, an article to be in Dateline on March 10 about the up-coming 25<sup>th</sup> Annual conference, and his conversation with Human Resources personnel on the SAO I, Budget analyst and MSO IV classifications.

The meeting then turned to a discussion about IT priorities. The group identified several including faculty merits and graduate student registration. The Board instructed Mr. Hague and Ms. Brenda Ruth to prepare a letter to the membership soliciting their input on the question.

It was reported that the ABOG conference will be held from April 23<sup>rd</sup> to the 26<sup>th</sup>. The Grants and Contract Sub-Committee reported they are still working with Effort Reporting and Effort Commitment issues.

It was agreed to invite Ms. Peggy Younglove to the March meeting to discuss the automated Time reporting system

There was no report of the conference committee because the Vice Chair Pat Hunter was unavailable.

The meeting adjourned at 5 PM