Association of University Administrators  
Executive Board  
Minutes  
January 30, 2006  

Attending: Barry White, Judith White, Terri Mathews, Jim Calliotte, Arminda Israel, Ann Tatman, and Ann Pettingill  

Next Board Meeting  
Barry will email board members in February with the next meeting date  

Treasurer’s Report  
Arminda submitted the treasurer’s report. Balance as of this week is $554. Membership stands at 63. Arminda will send out a list of members to each board member so that everyone can try to bring in at least one new member. We will also try sending out a notice that a prorated membership fee is available for joining the association mid year.  

Spring Programs  
- February 15th. CI Travel presentation; Virginia Beach Room  
- March 15th. President Runte with an update on the University strategic plan; Gornto (room 202). Ann Tatman will chair that meeting and introduce President Runte in Barry’s absence.  

J. Worth Pickering AUA Award  
- Ann will begin the process for gathering nominations for the annual award by sending out an email to the membership, posting a notice to the web site and sending an announcement for University news. Nomination packages should be sent to Ann. In the past, much of the review process has been via email, and Ann will continue that. Deadline for submission is March 1.  

Recognition Program  
- Ann reported on her pricing of awards. Of the 289 administrators, about 18% are eligible for awards (5 or more years)  
  - 28, 5 years  
  - 11, 10 years  
  - 8, 15 years  
  - 5, 20+ years  
- Awards:  
  - Certificates only: $50  
  - Framed certificates: $100  
  - Custom AUA pins: available at $2.50 - $3.50 each (depending on style) and available only in sets of 100  
  - Tiered system of certificates up to pins would cost about $400  
- Actions:  
  - The Board authorized expenditure of $50 to start the recognition program with certificates  
  - Barry will also call another shop in Portsmouth for more pricing.  
  - Ann will contact each of the eligible administrators to verify years of service
Issue: cash payout to administrators on leaving the University
   − Barry has not received an acknowledgement or response from President Runte concerning the letter on this topic sent last year.
   − Ann will consult with Glenda on possible next steps.

Salary Equity Review
   − Board members Barry Smith, Terri Mathews, and Ann Pettingill met last week to review administrator salaries for possible equity discrepancies. Seven possible problems were identified. Barry wrote up descriptions of these and passed them around for review. Some corrections were noted. Barry will update the recommendation and send it on to ReNee Dunman.

Submitted by Ann Pettingill
January 31, 2006