

**The University of Akron**  
**Contract Professional Advisory Committee**  
**2006-07 Committee Meeting**

**Minutes**

**Meeting Date:** Wednesday, October 4, 2006

**Call to Order:** 3:00 p.m.

**Membership:** Michele Campbell, Amy Liikala Conwi, Doug Draher, Kevin Engle, Lauri File, Kim Gentile, Diane Maffei, Sue McKibben, Cindy Mako-Robinson, Brenda Marina, Kent Marsden, Herb Matheny, Dee Dee Pitts, Kevin Tondra

**Ex-officio:** Kathy Watson

**Legal:** Celeste Cook

**Attendance:** Amy Liikala Conwi, Doug Draher, Lauri File, Kim Gentile, Diane Maffei, Sue McKibben, Cindy Mako Robinson, Brenda Marina, Kent Marsden, Herb Matheny, Dee Dee Pitts, Kevin Tondra

**Agenda, Action, & Discussion:**

1. **September 20, 2006 Minutes:** The committee reviewed the minutes and unanimously approved. Herb Matheny will post to the CPAC website.
2. **Information e-mail to Contract Professionals:** Herb Matheny and Kim Gentile will work on this and hope to get it out next week. Thanks to Brenda Marina for her help on this outreach.
3. **Shared Governance Planning Committee:** Kent Marsden noted that Debra Hayes would like to attend the first meeting in November since she cannot attend the 10.18.06 meeting. The focus of the last Shared Governance Planning Committee meeting was communication and how information is disseminated. Debra will discuss details at our next meeting.
4. **Faculty Senate:** The next meeting is tomorrow. Amy Liikala Conwi and Cindy Mako-Robinson will have a report on that meeting at our next CPAC meeting on 10.18.06.
5. **Well-Being:** Sue McKibben has not yet been contacted by Liz Erikson regarding Well-Being.
6. **Operations Advisory:** Doug Draher was on the committee last year and will sit this year. Last year's agenda focused primarily on fees, tuition, and budget ideas. This committee is intended to serve as an advisory committee to the provost. Diane Maffei, Michele Campbell, Doug Draher, Cindy Mako-Robinson, and Dee Dee Pitts all expressed an interest in serving on this committee.
7. **Contract Professionals at other Colleges/Universities:** Committee members discussed how Contract Professionals are organized at other schools. Herb Matheny suggested that it might be helpful if, for example, there were some type of Ohio consortium of Contract Professionals or some type of listserv for CPs in Ohio to communicate. Herb Matheny volunteered to create a list of CP chairs at other Ohio colleges/universities. Diane Maffei will also put together information on how CPs are handled at other Ohio colleges/universities.

8. **Discussion Issues:** Kim Gentile suggested that the committee prioritize topics to be discussed at the next meeting Kathy Watson would be able to attend. Kathy noted that CPAC should work with the provost and president on these issues. Cindy Mako-Robinson suggested that the focus is really morale and people orientated. Priority issues raised by the committee members at today's meeting include:
- a. **Extended Contracts for Contract Professionals:** Diane Maffei noted that she will do a benchmark study for MAC schools in Ohio regarding extended contract programs for CPS and bring to the 10.18.06 meeting
  - b. **Sick Leave:** cash in value upon retirement, converting limited hours to vacation time as Kent State has done
  - c. **Strategic Position Review Process:** clarification and communication to CPs as many are unclear as to how this is handled
  - d. **Evaluation Process:** forms/process/how it is tied to raises and merit
  - e. **Mercer Salary Schedule:** update?
  - f. **Retirement/Re-employment Policy:** what determines eligibility?
  - g. **Dental Plan:** possible improvements?
9. **Grievance Process:** Doug Draher circulated two handouts at today's meeting regarding grievance procedures and University policy. Within the past two weeks, Doug has had conversations regarding a potential grievance. However, no action has been taken as of this date.

**Meeting Adjourned at 4:02 p.m.**

**Next Meeting: Wednesday, October 18 at 3:00 p.m. in the Student Union, Room 323.**

Respectfully submitted,

Lauri S. File