

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

Minutes

Meeting Date: Wednesday, July 26, 2006

Call to Order: 3:00 p.m.

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

Agenda, Action, & Discussion:

- 1. Review and approve minutes from July 12, 2006 meeting:** The committee reviewed the minutes and were unanimously approved. Herb Matheny will post on the CPAC website.
- 2. CPAC Appointee/Presidential Appointee to CPAC:** The committee brought forward names which were placed on a ballot. A unanimous ballot vote was taken, which resulted in Sue McKibben and Michelle Campbell being selected for the two appointee positions

Kim Gentile will email the President.
Once the Presidential appointment has been approved, Kim will send an email through the CPAC listserv announcing all the committee members' names, emails and a link to the CPAC website. Herb Matheny will work with Kim Gentile to ensure the listserv is up-to-date with contract professionals' information.
- 3. CPAC Website:** Herb Matheny was thanked for updating the website. Herb suggested that a Frequently Asked Questions (FAQ) section be added to the site. The committee would serve as a clearing house for questions and answers to be posted to the site. Brenda Marina suggested an "Ask CPAC" section which would allow contract professionals to submit questions to the website, which would be reviewed and answered by the committee. Herb Matheny will add both ideas to the CPAC website.
- 4. CPAC Brochure:** The CPAC brochure is out of date. We will discuss with Kathy Watson on August 23rd options for an updated printed version of the brochure. Cindy Mako-Robinson

suggested standardizing the brochure by having no year/date and having an insert with the current committee. There was discussion about the newly hired contract professionals regarding morning coffees/brown bag lunches. Herb Matheny suggested a "Welcome Email" with relative information and a link to the website. Herb and Kim Gentile will work on names of new hires.

- 5. Status of Shared Governance Planning Committee:** Kent Marsden met with the appointed member of the committee on July 21st. At that meeting, there was discussion regarding who would make policy, the routing structure, and overall structure. He explained that the first official committee meeting will be on August 24th. At that time, all members should be appointed.

CPAC needed one more person for representation on the committee. Debra Hayes name was brought forth and all members agreed upon her nomination. Cindy Mako-Robinson motioned that Debra Hayes be appointed as a CPAC Shared Governance Planning committee member pending her acceptance. Dee Dee Pitts seconded the motion and all members were in favor. Kim Gentile will contact Debra and email her response to the membership. If Debra declines the appointment, we will discuss other candidates at the August 9th meeting.

6. Meeting with Kathy Watson

Kathy Watson will join the August 23rd meeting and discuss CPAC questions and also meet with the Grievance Committee.

7. Faculty Senate:

No update at this time.

8. Well Being Committee:

No update at this time.

9. 2005-2006 Annual Report:

Martha Conrad and Kent Marsden are working on the annual report and will provide the committee with the finished copy sometime in September.

10. General Discussion:

No discussion at this time.

Meeting Adjourned at 4:04 p.m.

Next Meeting: Wednesday, August 9th at 3:00 p.m. in the Student Union, Room 323.

Respectfully submitted,

Amy Liikala Conwi