

# The University of Akron

## Contract Professional Advisory Committee

### 2006-07 Committee Meeting

#### Minutes

**Meeting Date:** Wednesday, July 12, 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. **Appointment of 2006-07 Officers:** The following members agreed to serve as officers and all were unanimously approved by CPAC:

- |                                   |                     |
|-----------------------------------|---------------------|
| a. Chair:                         | Kim Gentile         |
| b. Past Chair:                    | Kent Marsden        |
| c. Vice Chair:                    | Brenda Marina       |
| d. Recording Secretary:           | Lauri File          |
| e. Faculty Senate Representative: | Cindy Mako Robinson |
| f. Ex-officio Member:             | Kathy Watson        |

2. **Appointment of 2006-07 Grievance Committee Members:** The following members agreed to serve on this committee and all were unanimously approved by CPAC:

Amy Liikala Conwi  
Doug Draher  
Diane Maffei  
Brenda Marina  
Herb Matheny  
Dee Dee Pitts  
Kevin Tondra

All 7 Grievance Committee members remained after the CPAC meeting to elect a Grievance Chair. Doug Draher was unanimously approved by this committee to serve as Chair.

3. CPAC agreed that **Well-Being** is on hold. No further business to discuss regarding Well-Being.
4. Kevin Engle agreed to serve as CPAC representative to attend the University **Board of Trustees meetings**. Kent Marsden reminded Kevin that the board packet will not be released in advance due to last minute updates. Rather, Kevin will receive the board packet at the beginning of the meeting.
5. CPAC members agreed to bring names to the next CPAC meeting as **two names are needed for consideration. One person will be the presidential appointee, and one person will be the CPAC appointee.**
6. Kent Marsden noted that The University of Akron **Shared Leadership Awards Committee** (formerly handled through the main UA Alumni Office) which will coordinate Contract Professional Award nominations, review, and recommendations to the president/provost will now be handled by CPAC.
7. **CPAC agreed to meet twice per month** (at least for now) on the second and fourth Wednesdays of the month at 3:00 p.m. Since there are so many new members and time is needed to aid in smooth transition, the CPAC membership suggested two meetings per month. This will likely be reduced to one meeting per month later in the academic year. Kim Gentile noted that she will reserve a room for each meeting.
8. Kent Marsden indicated that Rudy Fenwick is hopeful to have an initial meeting in August with the **Shared Governance** planning meeting.
9. Martha Conrad and Kent Marsden will distribute the 2005-06 Annual Report at the next CPAC Meeting.
10. As recording secretary of CPAC, Lauri File volunteered to create a **CPAC file drawer** for all CPAC members to access various CPAC documents such as University Contract Professional survey, board packet, minutes, charts, annual reports, and other materials circulated at the CPAC meetings. This drawer will be maintained in Lauri's office at the School of Law and will be available for all CPAC members to access.
11. Due to Herb Matheny's IT expertise, Herb volunteered to serve as CPAC's "IT guy" assisting us with various technological needs of the committee.
12. CPAC agreed that a **printed CPAC Monthly Newsletter** would be helpful to circulate to all Contract Professionals to raise awareness and better inform Contract Professionals.

**Meeting Adjourned at 3:45 p.m.**

**Next Meeting: Wednesday, July 26 at 3:00 p.m. in the Student Union, Room 323.**

Respectfully submitted,

Lauri S. File