

**The University of Akron**  
**Contract Professional Advisory Committee**  
**2007-08 Committee Meeting**  
**Minutes**

**Meeting Date:** September 19, 2007

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

**Membership:** Greg Dieringer, Michele Ellis, Amy Gilliland, Mary Jane Grebenc, John Gurnak, Anne Jorgensen, Diane Maffei, Cindy Mako-Robinson, Herb Matheny, Sue McKibben, Dee Dee Pitts, Kevin Tondra, Nan Whitsel

**Ex-officio:** Kent Marsden (President Pro-Tem)  
Associate Vice President for Human Resources (not yet appointed)

**Legal:** Celeste Cook

**Attendance:** Greg Dieringer, Michele Ellis, Mary Jane Grebenc, John Gurnak, Anne Jorgensen, Diane Maffei, Herb Matheny, Sue McKibben, Dee Dee Pitts, Nan Whitsel

**Agenda, Action, & Discussion:**

**1. Review and approve minutes from meeting on August 22, 2007**

The committee reviewed the minutes and unanimously approved them.

**2. Committee Assignments**

*Faculty Senate:* John Gurnak volunteered to be the 2<sup>nd</sup> representative to Faculty Senate.

*Operations Advisory Committee:* There were four members who volunteered to have their names submitted to the Provost for membership on the Operations Advisory Committee. They were Amy Gilliland, Cindy Mako-Robinson, Anne Jorgensen, and Diane Maffei. Sue McKibben was unsure of how many members would be selected but she will forward all four names to the Provost.

*Grievance Committee:* John Gurnak and Greg Dieringer volunteered to sit on this year's committee fulfilling the last 2 vacancies. Herb agreed to contact Bill Viau for a training presentation to the committee on the rules and process.

**3. University Council Update**

Kent Marsden reviewed for the new members the concept of University Council. He indicated that on September 20<sup>th</sup> there would be a presentation to the University Council Exploratory Committee about a possible change in structure. He will update us at the next meeting.

**4. NCA Focus Group Visit**

Kent Marsden reported that there are teams of 3-4 members assigned to specific areas to prepare for the upcoming NCA visit. The committees' work needs to be completed by December for the April visit.

**5. University Group Insurance Benefits Committee Update**

Sue McKibben briefed the new members on the history of the creation of the Group Insurance Benefits Committee. The Committee met recently with all of the potential vendors. The committee will be making a recommendation to the Board of Trustees by the November meeting.

**6. Board of Trustees Update**

Nan Whitsel reviewed the reports from the latest meeting. The reports included building renovations, building awards, increased research grant and income dollars.

**7. Faculty Senate Update**

No report

**8. Newsletter Update**

Michele Ellis will organize an initial meeting to begin creation of the first newsletter. Possible subjects of the first letter include communication on benefits and social events to give CPAC more visibility.

**9. Other Discussion Items**

There was a discussion on the recent evacuation procedures of Simmons Hall and the Polsky Building. Sue McKibben will draft a letter of concern to President Proenza.

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

**Next Meeting: Wednesday, 3:00 p.m., October 10, 2007 SU 323**

Respectfully submitted,

Diane Maffei