

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

Minutes

Meeting Date: Wednesday, May 23, 2007

Call to Order: 3:00 p.m.

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

Ex-officio: to be determined

Legal: Celeste Cook

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

Agenda, Action, & Discussion:

1. **March 27, 2007 Minutes:** The committee reviewed the minutes and unanimously approved. Herb will post to the CPAC website.
2. **April 18, 2008 Minutes:** The committee reviewed the minutes and made a few edits. The revised version will be presented to CPAC for final approval.
3. **University Council Update:**
 - a. Kent Marsden recommended Perspectives from the Provost as a helpful document to review.
 - b. CPAC will revisit drafting a summary of University Council to UA Contract Professionals after two to three NCA meetings.
4. **CPAC Elections/Ex officio membership:**
 - a. Herb Matheny and Kim Gentile will work with Anthony in IT to create the CPAC electronic voting program. Herb noted that the CPAC list is updated and can be used now. Anthony is in the process of updating the 2-Way survey, and it should be ready by Friday, May 25 or Tuesday, May 29. Kim indicated that the survey should be ready to implement by Tuesday, May 29 and that the election process will likely begin on Tuesday, June 19. She anticipates an approximate week and one half time frame for Contract Professionals to send in their nominations. Kim will work with the nominees to be certain they have approval from their direct supervisors to serve if elected. Herb confirmed that names and office names of all UA Contract Professionals will be included on the list.

- b. There will be five elected positions plus two presidential appointments to CPAC effective with the beginning of the fall 2007 semester.
- c. The new HR Executive Director is coming on board at UA by June 1. CPAC will schedule a meeting with that individual during the month of June.
- d. Kim Gentile noted that as has been past practice, CPAC nominates and approves the appointment of the CPAC Ex officio position. CPAC agreed and unanimously recommended and approved Kent Marsden to serve as 2007-08 CPAC Ex officio.

V. NCA Focus Group Visit in 2008

- a. Kent Marsden will represent Contract Professionals on University Council and CPAC
- b. Cindy Mako-Robinson will also represent Contract Professionals on CPAC

VI. Faculty Senate

- a. Amy Liikala Conwi noted that the Provost's Office extended an offer to the candidate selected for UA's Chief Diversity Officer position. However, that individual declined the offer.
- b. Amy also noted that the Program Review Handout was distributed by the Provost at Faculty Senate meeting. Cindy Mako Robinson indicated that this document is undergoing review.

VII. University Group Insurance Benefits Committee

- a. Sue McKibben stated that the committee met and reviewed the draft of Request for Proposal (RFP), added some questions, and received more information. She estimated that the committee is likely approximately one month behind schedule.
- b. Sue added that Liz Erickson asked if the Well Being Committee wanted to meet. So, far no meeting has been requested.
- c. And finally, Sue noted that the Benefits Committee will meet on June 5 and will then discuss RFP with Well Being Committee.

VIII. Shared Leadership Awards Committee

Dee Dee Pitts said that there was such a low nomination response rate that Christine Curry will meet with the Provost to discuss how to handle from this point.

IX. Board of Trustees Update

- a. Kevin Engle reported that President Proenza addressed campus security at the Board of Trustees meeting in light of the Virginia Tech tragedy.
- b. Kent also noted that Wayne College received the largest gift in history with a donation of \$850,000.

X. Parking Study Committee

Amy Liikala Conwi forwarded four parking options to CPAC Committee members asking for their input. She then forwarded these comments/concerns to Laurie Madden. Some of the Parking Study Committee's pressing issues include determining shuttle routes and whether to rent or purchase buses. She indicated that the committee is on schedule to report recommendations by the end of June.

XI. Zipline Committee – no report

XII. Other Discussion Items

- a. After summer CPAC election process has been completed, CPAC plans to host a meet and greet for UA Contract Professionals to meet the new CPAC members. This will likely take place in July or August.
- b. Committee membership – no report

Meeting Adjourned at 4:00 p.m.

Next Meeting: Wednesday, June 27, 2007 at 3:00 p.m. in Simmons Hall, Room 109

Respectfully submitted,

Lauri S. File