

**The University of Akron**  
**Contract Professional Advisory Committee**  
**2008-2009 Committee Meeting**

**Minutes**

**Meeting Date:** November 19, 2008

**Call to Order:** 3:50 p.m.

**Membership:** Greg Dieringer, Amy Gilliland, Mary Jane Grebenc, John Gurnak, Nan Whitsel, Laura Conley, Cyndee Ramsthaller, Charlene Kemp-Queener, Michelle Ellis, Jeanette Carson, Karen Dickerson, Phil Hoffman, Matt Petras

**Ex-officio:** **Kent Marsden (President Pro-Tem)**

**Attendance:** **Greg Dieringer, Mary Jane Grebenc, Laura Conley, Charlene Kemp-Queener, Karen Dickerson, Jeannette Carson, Amy Gilliland, Phil Hoffman, Michelle Ellis**

**Agenda, Action, & Discussion:**

1. Review and approve minutes from October 15, 2008.
  - a. September minutes Confucius Institute needs to be corrected on website. Approval of October Minutes. Karen Dickerson motioned and seconded by Phil Hoffman.
2. Chair Updates – Greg Dieringer reported.
  - a. Matt Petras will officially be notified of his appointment by the President
  - b. Matt has been keeping website updated and University Council CPAC information updated.
3. Board of Trustees No Report No October Board Meeting
4. Newsletter – Michelle Ellis and Phil Hoffman reported.
  - a. Mary Jane, Phil and Michelle met to discuss Newsletter. Items that were suggested for newsletter were to repeat VA Holiday policy, include Holiday Social with SEAC, and a feature article on Greg Dieringer, President of CPAC (each issue will feature a CPAC member). Repeat ASK CPAC, link to policies and procedures, and policy on contract professionals teaching to be included as well. No later than Monday, November 24, 2008. Before including the policy on teaching for contract professionals in the newsletter, we need to obtain the official wording of the policy. Need to check with Dr. Rex Ramsier, Senior Vice President and Provost on the wording for the policy for contract professionals teaching. We will need to invited A.G. Monaco, Associate Vice-President and HR and Employee Relations to December meeting. and/or Dr. Rex Ramsier to come in and talk with CPAC.
  - b. Newsletter will be sent to CPAC by Monday. Distribution of newsletter by end November. Must go to legal first for approval of dissemination.
5. Faculty Senate Update Amy Gilliland
  - a. Approved academic policy recommendation to restructure Academic Services in Athletics.
  - b. Approved Center for Silver Therapeutics Research.
  - c. Approved Fall Graduates 2008.

6. University Council (UC) – Kent Marsden reported.
  - a. University Council will vote on the changes that were presented. At the December, Board Meeting “equal representation” was voted upon. SEAC was also looking at the document. The changes will be the only by-laws sent to legal in January. If legal adopts them and January meeting adopts them, CPAC and other constituents will have to adjust by-laws to match these changes.
  - b. If you are an officer within UC, and are a faculty member you will receive release time for service on UC. If you are on CPAC or SEAC you will receive release time from supervisor. This may be problematic, because CPAC members would have to go to supervisor and say it is stated in by-laws and board mandated. This may pass through Faculty Senate at December 4, 2008 meeting.
  - c. Add on to the UC document that CPAC approved the structure of UC. Following the faculty senate meeting, information will be shared.
  - d. Based upon the UC document all constituents will have to have elections completed by June 1.
7. Old Business
  - a. Met with SEAC to discuss social event. Michelle Ellis and Greg Dieringer met with them. The holiday function will be on December 15, 2008 from 5:00 pm – 8:00 pm in the Student Union Game Room area. CPAC has a budget of \$2500 for the whole year. Expenses for the co-sponsored function will be for refreshments and possible rental of facility which will be shared. The holiday function will include 50/50 Raffle, give-aways and donated items. The proceeds from the raffle will go to Haven of Rest Ministries. Will be looking into taking pictures with digital camera and print pictures at the event.
  - b. Next Semester let’s sponsor a CPAC employee’s night out to a Basketball game with light refreshments. Contact Athletics for group tickets etc.
  - c. Fall Semester let’s investigate a “Tent” for first home football game on September 19, 2009.
  - d. Benefits Contributions were reviewed and discussed. Faculty is in a separate bargaining unit and contributions are based upon salary. CPAC’s 15% contribution is lumped together whereby CPAC pays more out of pocket and is not offset from the Administration. CPAC needs to questions how benefits are being administrated. It appears that CPAC needs to question “separate” not “equal” as it pertains to AAUP (being looked upon as separate and not within the group). AAUP is viewed as a separate group whereby everyone else is seen all together. What is the difference? CPAC needs to invite AG Monaco,
8. New Business
  - a. November – No Grievances.
  - b. Smoking proposal is at the stage that constituents can provide feedback for another month before going to the president. At that time, proposals will be forwarded to the President who will make the decision to send the proposal before the Board of Trustees.
  - c. Safety Committee reported that a new policy in the draft stages is being discussed that all hires or promotions will have to go through background checks and/or credit history (based upon where you work). All checks will go through Human Resources. AG provided a brief presentation and is currently working on policy.
  - d. Travel Committee also reported that new policies and procedures will be implemented regarding travel policies and procedures.
9. Meeting was adjourned at 4:30 pm.

**Next meeting: December 17, 2008 in Student Union 323**

Respectfully Submitted: Charlene Kemp-Queener