

The University of Akron
Contract Professional Advisory Committee
2009-2010 Committee Meeting
Minutes

Meeting Date: October 7, 2009

Call to Order: 2:30 pm

Membership: Jeanette Carson, Laura Conley, Karen Dickerson, Kimberly Haverkamp, Phil Hoffman, Charlene Kemp-Queener, Aiesha Miller, Kevin O'Connor, Matt Petras, Carol Pleuss, Cyndee Ramsthaler, Nancy Roadruck, Michael Szczukowski

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

Attendance: Jeanette Carson, Laura Conley, Karen Dickerson, Kevin O'Connor, Matt Petras, Carol Pleuss, Cyndee Ramsthaler, Kent Marsden, Michael Szczukowski

Agenda, Action & Discussion:

I. Review and approval of minutes

A. *Minutes from September 2, 2009 meeting were reviewed and approved.*

II. Chair updates –Jeanette

A. *We welcomed Michael Szczukowski to the committee and recognized his great work in support of Employee Appreciation Day.*

B. *Grievance Committee membership was discussed and it was noted that Laura Connelly accepted the responsibility of chair of that committee. Cyndee Ramsthaler also agreed to serve on the committee.*

Committee Updates-

III. Technology update – Matt

- A. *There was no tech team meeting in September to report.*
- B. *CPAC website updates are current with known committee memberships.*
- C. *A role was created in ZipLine for Contract Professionals. Discussed working with the Newsletter Committee to set up plan for communicating via this method.*
- D. *Briefly discussed the Lorain Community College Shared Services Project.*

IV. Board of Trustees update – Matt

- A. *September Board Meeting – Main topics of discussion were budget outlook and enrollment increases. Severe budget issues in the state will affect our budget through 2012.*
- B. *October Board Meeting – Main topics were Strategic Planning Draft and upcoming sessions. No discussion of benefits took place.*

V. Newsletter update – Kim & Phil

- A. *Neither were present to give a report.*

VI. Faculty Senate update – Jeanette & Nancy

- A. *FS approved ratification of University Council document.*
- B. *State budget issues discussed, as well as provost search*

VII. University Council update - Kent

- A. *All comments from CPAC were received and forwarded to UC committee.*
- B. *The UC has presented its final recommendations and was disbanded unless specifically called upon.*
- C. *Discussion of CPAC next steps, including working on by-laws and setting up a by-laws committee. An estimated 85% of the by-laws revision work has been done in a draft already by last year's CPAC.*

VIII. Grievance Committee update-Laura

- A. *No grievances to report.*

IX. Safety & Security update – Karen

- A. *The first meeting of this committee will be held in November.*

X. University Group Insurance update – Kim

A. *Jeanette will follow up with Sarah Kelley.*

XI. Old Business-

A. *Contract Professionals issue of teaching university classes and equity disparity*

1. Chair will formulate and send question to the provost on their awareness of this issue.

XII. New Business-

A. *Discuss possibility of CPAC/SEAC Holiday Party*

1. Discussed that our CPAC total budget is \$2500. Karen moved for the creation of a Holiday party committee (Karen 2nd). Michael and Kevin volunteered for the Holiday Party Committee.

B. *Kristi Brant, Development Dept. Re: CPAC Scholarship fund*

1. Kristi presented options for creating a scholarship fund. A \$10,000 endowment would be ideal to avoid large fundraising efforts each year. Normal endowment growth is 8-10% and awards are 5%. We discussed options of trying to reach that goal over 3-4 years as well as alternative approaches with smaller funds. Additional input is needed from all CPAC members.

2. Kristi also presented the Family Helping Family campaign as another potential option.

3. Discussed possibility of fundraising in conjunction with Holiday Party and possibility of combined fund with SEAC.

XIII. Adjourn

A. *Meeting was adjourned at 4:00PM*