

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

**Meeting Date:** December 14, 2009  
**Call to Order:** 10:30am

**Membership:** Jeanette Carson, Dale Adams, 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, Dale Adams, Karen Dickerson, Kevin O'Connor, Matt Petras, , Cyndee Ramsthaler, Kent Marsden, Michael Szczukowski, Nancy Roadruck, Charlene Kemp-Queener

**Agenda, Action & Discussion:**

Review and approval of minutes:

***Cyndee made a motion and it was seconded my Mike to approve Minutes from November 4, 2009 meeting.***

1. Cyndee requested that Matt Petras post minutes on website once they have been approved.
2. **Chair updates –Jeanette**
  1. *We welcomed Dale Adams to the committee to replace Laura Conley.*
3. **University Council (UC) update - Kent**
  1. *UC has a revised document that needs to be reviewed and approved by CPAC based upon the following changes:*
    1. *There was a duplication and parallel structure with the Oversight committee, so it has been eliminated from the UC structure.*
    2. *USG (student government) has three representatives (instead of two) in the new UC by-laws.*
    3. *GSA (Graduate Student Government) has one representative to UC.*
  2. *The UC has revised the document and it must be voted upon by end of January 2010. CPAC will notify CPAC membership through CPAC list serve for comments by 1-4-2010.*
  3. *Once UC document is approved, CPAC will have to revise by-laws to be consistent with new UC structure (February). Most of the CPAC by-laws are already done regarding terms of committee*

members. CPAC will be looking at ways to include more CPAC membership once the UC document has been approved.

#### **Committee Updates-**

##### **4. Grievance Committee update-Cyndee**

1. No grievances to report. Jeanette Carson made a recommendation that since Dale Adams was replacing Laura Conley on this committee that he replace her as well on the Grievance Committee. The motion was seconded by Karen Dickerson. Dale agreed to serve. Motion was passed. The Grievance Committee Members consist of Karen Dickerson, Phil Hoffman, Carol Pleuss, Charlene Kemp-Queener, Dale Adams (replacing Laura Conley), Cyndee Ramsthaler is Chair. Committee members were handed out a document on the Grievance Committee responsibilities for CPAC. Cyndee will contact Bill Viau, in HR concerning a meeting for the Grievance Committee to discuss guidelines and procedures next year.

##### **5. Faculty Senate update – Jeanette & Nancy**

1. November 5, 2009 minutes were not voted upon yet. However part-time faculty will be represented on Faculty Senate..

2. December 3, 2009 meeting, there was a presentation to Gary Conley for service to the University.

3. New academic policy **only for graduation ceremony** purposes: Grade point averages will be rounded to the nearest 100<sup>th</sup>.

##### **6. Board of Trustees update – Matt**

1. No November meeting. December meeting mostly was in Executive Session, however the following actions did occur. Bids were received for construction of South Campus Parking Deck. There was approval to keep the health care coverage intact.

##### **7. Technology update – Matt**

1. For Windows 7 there will be a forced deployment to computers by Summer 2010 and no later than Fall 2010. Until 90% of the campus is using Office 2007 there will be no forced deployment. Right now there is a Office 2010 soon to be available.

2. NOLIJ upgrade has been postponed at this time. Faculty will not be receiving any new computers until 2011, however computers are still covered.

3. Ohio Higher Education Computer Conference in Ohio will take place at The Univeristy of Akron May 12-14, 2010.

4. Michael reported that the University is looking into ways to save money and one area is to reduce costs for Printers. There is a possible savings of 1.5 million annually and there will be more information forthcoming.

5. Lorain Community College Shared Services Project is still under review. A decision to upgrade HR/Financials will take place sometime in December with an applications deployment sometime in January 2010. The Student Administration in PS would be sometime in February or March.

## **8. Safety & Security Update – Karen**

1. *At the November meeting, the committee reviewed the language on the sexual misconduct policy (wanted more specific language).*
2. *Neighborhood Watch community wanted to engage the campus community more so a committee is being established for Community Engagement*
  - c. *Also want to reestablish the Alcohol and Drug Sub-committee.*
  - d. *University of Akron and the City of Akron are meeting to discuss public safety issues (i.e. traffic on Exchange Street, Pedestrian traffic).*
  - e. *The University is still investigating the use of Backgrounds Checks. HR needs to clarify how the information from Background Checks will be used and what happens with the information once it has been obtained?*
  - f. *A sub-committee was formed to investigate the admission of a “felony” on the admissions application. What happens with this information?*

## **9. University Group Insurance update – HELP**

*CPAC is concerned with inequity regarding insurance coverage during this time of faculty negotiations.*

## **10. Old Business-**

1. *CPAC Scholarship fund – no report.*

## **11. New Business-**

1. *CPAC/SEAC Holiday Party was great. The haven of Rest received \$61 and a food. CPAC spent about \$1200 on this holiday event. Still left in the budget is about \$1200-1300.*
2. *CPAC meetings will be the last Monday of the Month begin g in January and will be from 3:00 pm – 4:30 pm. First meeting of the New Year will be January 25, 2010.*

## **12. Adjourn**

1. *Meeting was adjourned at 12:15 pm*