

CPAC Monthly Meeting Minutes

Computer Center 119 | 3:00pm – 4:30pm – September 29, 2014

Attendees: Suzanne Testerman, Theresa Beyerle, Carol Pleuss, Dan Satter, Denise Montanari, John MacDonald, Diane Raybuck, Mary Rossett, Myra Weakland, Katie Watkins-Wendell, Aiesha Motley, Steve Sedlock, Michael Spayd, Deb White, Scott Roberts

Absent with Notice: *Mary Jane Grebenc, Mike Szczukowski, Denise Testa*

Guest Attendee: *Bill Viau, Associate Vice President Talent Development & Human Resources*

1) Open Meeting

- a) Suzanne Testerman opened the meeting at 3:05PM
- b) Meeting Minutes of August 25, 2014 were distributed and reviewed for edits. There being no additional edits, the meeting minutes were approved.

2) New Business

- a) CPAC Fall Meeting Session
 - i) Date for the CP Professional Development event has been confirmed for November 10th, 2014 from 11:30AM to 1:00PM at Quaker Square.
 - (1) President Scarborough will be the guest speaker. He will focus on Customer Service and the book, “Less is More” by Jason Jennings
 - (2) We plan to take the annual CPAC Photo with President Scarborough at the event
 - ii) Need name for the Event
 - (1) “Thinking Beyond the First 100 Days”
 - iii) Menu
 - (1) CPAC will cover the cost of boxed lunches for all attendees similar to last year’s event. Michael Spayd volunteered to coordinate with Dining Services.
 - iv) This meeting will be open to ALL Contract Professionals – invitations will be sent out at beginning next Monday, October 6th. Specifics about the event will be included along with RSVP with meal selection.
 - v) We need to determine how many books to order and place order.
 - (1) Steve Sedlock suggested speaking to Pat Duff at UA Bookstore to determine if he can assist with acquisition.
 - (a) On Amazon, Kindle Edition is \$11.99 and Hardback is \$17.52
 - (b) CPAC will receive text and we will order 10-20 extras for a raffle drawing at the end of the event.
- b) Time Capture – Central Hower
 - i) Bill Viau, Associate VP Talent Development & Human Resources will be joining us at approximately 3:45 to discuss this issue.
- c) Contract Professionals Teaching Courses – Wayne Campus

Questions came from Wayne Campus through Carol Pleuss as follows:

 - i) What is the University policy on contract professionals teaching credit courses?

- ii) Can they receive compensation for these courses? If not compensation, then are they eligible for a stipend and/or professional development money?
- iii) What about contract professionals who are currently teaching and have been teaching credit courses during the day and have been receiving extra compensation for this teaching.... will they need to forfeit doing this?
- iv) What if a contract professional is asked to teach a credit course and they do not feel qualified or feel that their workload is already too heavy to add a teaching load to it..... can they decline the request or are they mandated to teach it if asked to by the office of academic affairs or their supervisor?
- v) What about contract professionals who have bachelor degrees versus those who have masters or doctorates. Can all be asked to teach? Several contract professionals have said that they can't be asked to teach since they only have bachelor degrees and all faculty must have masters degrees to teach at UA Wayne College.
- vi) What about teaching in the evening after 5:00 p.m. or on the weekend? Is the contract professional able to be paid an adjunct teaching rate if the course time falls outside their regular work hours?
- vii) Does the University policy on full-time contract professionals teaching credit courses apply across the board to all contract professionals or is it subject to the individual College's administrative offices?
- viii) Bill Viau will also address this issue.
- d) UC Standing Committee Reports
 - i) Committee: Talent & Development (Theresa)
 - ii) Committee: Physical Environment (Denise)
 - iii) Committee: Public Affairs (Katie)
 - iv) Committee: IT (Diane)
 - v) Committee: Rec & Wellness (John)
 - vi) Committee: Budget & Finance (Steve)
 - vii) Committee: Communications (Scott)
 - viii) Committee: Student Engagement & Success (Carol)
- e) Enrollment Status Update – Diane Raybuck
- f) 5th Annual UA Faculty & Staff Tailgate at Homecoming
 - i) Saturday, October 4th, Noon to 1:30PM; Game begins at 2:00PM

3) Old Business

- a) Issue Brief update re: Donation of Leave Time
 - i) Updated report from SEAC; shared with University Council Steering Committee. Report being forwarded to Talent Development & Human Resources for investigation and response.

4) Additional Item

- a) .

Meeting Adjourned at 4:XXPM