

CPAC Monthly Meeting Minutes

Student Union 314 | 3:05pm – 4:20pm – November 30, 2015

Attendees: Katie Watkins, Theresa Beyerle, Carol Pleuss, Diane Raybuck, Mary Jane Grebenc, Aiesha Motley, Steve Sedlock, Jared Coleman, Zak Steiner, Myra Weakland, Michael Spayd

1) Open Meeting

- a) Due to Suzanne Testerman's absence, Katie Watkins opened the meeting at 3:05pm

2) Approval of meeting minutes

- a) The Committee did not receive meeting minutes from the October 26th meeting. Those minutes will be reviewed at the next meeting.

3) New Business

- a) University Council Standing Committee Vacancies. The following members volunteered to take over unfinished terms:
 - (1) Recreation and Wellness – Mary Jane Grebenc
 - (2) Talent Development - Myra Wells*
 - (3) Physical Environment - Jared Coleman**when those terms are vacated.

Steve Sedlock volunteered to provide standing committee appointment terms.

b) OSCHE Expenses

- (1) The committee unanimously agreed to cover ½ of UA's membership fee and full travel expenses for CPAC members who attend the OSHE meetings. Payment to OSHE should be made by SEAC, with CPAC reimbursing SEAC
- (2) Questions about the balance in CPAC's account, paying SEAC, etc. brought about the question of whether CPAC needs a treasurer. The group determined that it does need a treasurer. Details to be worked out.

c) Orientation of new CPAC members

- i) Discussion about how CPAC members coming on board get to know each other. Myra mentioned that tent cards with name and department would be helpful.

4) Old Business

- a) University Council Standing Committee Survey Request
 - i) Katie will obtain a copy of SEAC's detailed response (either from Anthony or from Kim)
- b) LEAN
 - i) The committee does not want to do a "shotgun approach" to LEAN. Some ideas: asking for volunteers from the CPAC ranks; creating a competition (tasking groups with a project that would be leveraged by central administration)

- ii) Presenting LEAN to CPAC must be handled carefully (not as a way to “do more with less”) and should be carefully explained, as many on campus will not know LEAN.
- iii) It was suggested that the Talent Development Committee could be helpful in promoting LEAN since there are no other on-campus opportunities for staff development such as this.

The meeting was adjourned at approximately 435 pm.