

CPAC Monthly Meeting Minutes

Student Union 314 | 3:01 p.m. – 4:33 p.m. – June 29, 2015

Attendees: Suzanne Testerman, Theresa Beyerle, Steve Sedlock, Scott Roberts, Jared Coleman, Zak Steiner, Kristin Foy-Samson, Ali Doehring, Myra Weakland, Marci Tomajko, Michael Spayd, Katie Watkins-Wendell, Diane Raybuck, Aiesha Motley, Denise Montanari, Carol Pleuss

Absent with Notice: Mary Jane Grebenc, John MacDonald

1) Open Meeting

- a) Suzanne Testerman opened meeting at 3:01 p.m.
- b) Meeting Minutes of May 18 reviewed and discussed. Minutes were reviewed and approved electronically on May 20.

2) New Business

- a) State of the Institution Discussion
- b) Board of Trustee Meeting Update
 - i) Suzanne thanked Michael for working to keep the group informed on the actions of the Board at the June meeting.
 - ii) Michael expressed a desire to ensure an alternate is in place should he not be able to attend a meeting.
 - (1) Suzanne will serve as an alternate and at the July CPAC meeting a discussion can take place to appoint another alternate, if needed.
- c) Other New Business
 - i) n/a

3) Old Business

- a) CPAC Budget
 - i) Unsure if budget will be swept or if we will request funds as needed
 - ii) Waiting for response and clarification
- b) CPAC Website
 - i) Create a “resources” tab to provide a variety of information related to day-to-day work:
 - (1) Ideas include: stress management, counseling services, BOT rule for CPs, resume review, and any services that may be needed for those impacted by changes in employment and workload
- c) University Council Committee Updates
 - i) *See table on page 2*
- d) Goals of CPAC: 2015-2016
 - i) Advocates for CPs
 - ii) To be accessible
 - (1) Events & Group Meetings/Gatherings
 - (2) Communication
 - (3) Professional Development - training, opportunities, etc
 - iii) To help keep work satisfaction and morale high
 - iv) To provide best practices and resources (ex: risk assessment tool)
- e) Leave Bank Request Status
 - i) Waiting for response
- f) Professional Development Survey
 - i) Tabled
- g) Other Items To Note:
 - i) The group ended to the meeting with a great conversation about students as our focus and our desire to ensure that students are not impacted by any institutional changes.
 - ii) Admission confirmations are up and the fall class is looking to be a promising group of students. Great job to our colleagues in the Office of Admissions.

Meeting Adjourned at 4:33 p.m.

Next meeting: Monday, July 27 at 3pm in Student Union 314

University Council Committee Updates

Contract Professionals	Membership 2015-2016 Term	
University Council Standing Committees	Advisory	At Large
Budget and Finance	Zak Steiner (1 year)	Kelly Kotch
<i>No update to provide</i>		
Communications	Scott Roberts	Ivy Banks, Esq.
<i>No update to provide</i>		
Information Technology	Diane Raybuck	Jeanette Berger
<i>The group will meet in July, after the new CIO arrives (July 1).</i>		
Physical Environment	Denise Montanari	Lia Thompson
<i>No update to provide</i>		
Institutional Advancement	Katie Watkins-Wendell	Dave Parry
<i>No update to provide</i>		
Recreation & Wellness	John MacDonald	Katie Sigal Papp
<i>No update to provide</i>		
Student Engagement and Success	Michael Spayd (1 year)	Carol Pleuss (Wayne College at-large)
<i>Michael was elected the new chair of the committee - congratulations were offered by CPAC. The group is working on an initiative to better communicate/welcome students from satellite campuses (in particular, Wayne) to main campus. The group has noted that students will benefit more during their transition if better plans are in place to link them with services and resources. Michael, as chair, will provide an overview of their six specific requests for the initiative to UC at the July meeting.</i>		
Talent Development & Human Resources	Theresa Beyerle	Alisa Benedict O'Brien
<i>The group met in early June and discussed a few initiatives and ideas for the fall/spring. Topics from the last meeting included: breastfeeding spaces on campus (as proposed by students a year+ ago), benefits for couples (pending the passing of the marriage equality act - conversations regarding this topic may continue with the recent federal ruling), insurance (self-insured versus opportunity to choose as well as implications of the affordable care act), fee remission for PT employee dependents.</i>		
University Council	Suzanne Testerman	Stacey Moore
<i>No update to provide</i>		