

CPAC Minutes

Meeting Minutes | 3:02 p.m. – 4:34 p.m. – October 26, 2015

Attendees: Suzanne Testerman, Steve Sedlock, Jared Coleman, Zak Steiner, Alison Doehring, Myra Weakland, , Katie Watkins-Wendell, Aiesha Motley, Carol Pleuss, Scott Roberts, Theresa Beyerle, Mary Jane Grebenc, Diane Raybuck, Kristin Foy-Samson

Absent with Notice: John MacDonald, Alisa Benedict O-Brien, Marci Tomajko, Michael Spayd, Denise Montanari

Absent: --

1) Call to Order

- a) Suzanne Testerman opened the meeting at 3:02pm

2) Review of Meeting Minutes – September 28, 2015

3) New Business

- a) Overview of Lean Processes – Guest Speaker: Brian Malloy
 - i) A presentation was given by Brian Malloy (Director, UA Solutions) regarding the concept of LEAN
 - (1) Discussion regarding how this concept can be incorporated into our work.
 - (2) Discussion regarding the cost of the training and time out of the office.
 - (a) Ideas shared for training included a professional development scholarship/grant from CPAC to CPs that apply and are selected. Discussion regarding utilization of budget in comparison to cost of course (\$500)
 - (i) Possible idea: CPAC-only training, cost minimized by waived fees for room rental and food costs
 - (3) CPAC will discuss possibilities at future meetings
- b) Operation Evergreen
 - i) Thanks was given to all CPAC board members who assisted with making ornaments at this social
 - (1) This joint program with SEAC, held in early October, was attended by around 30 SEAC/CPAC members.
 - (2) SEAC will ensure all ornaments made are delivered by the end of the month for shipment to troops.
- c) CPs at UA
 - i) Discussion regarding possible transitions of CP positions to staff classification – specifically with current vacancies.
 - (1) No formal plan/announcement to solidify this idea has been made public
- d) Benefits Concerns/Discussion; Employee Health Center
 - i) Waiting for formal announcement from HR/Benefits regarding 2015 plans and potential changes

4) Old Business

- a) Leave Bank Request Status Update
 - i) Waiting on response...
- b) CP Outreach/Gathering
- c) CPAC/SEAC Collaboration
- d) University Council Committee Updates
 - i) *See table on page 2*

Goals of CPAC: 2015-2016

- ii) Advocates for CPs
- iii) To be accessible
 - (1) Events & Group Meetings/Gatherings
 - (2) Communication
 - (3) Professional Development - training, opportunities, etc
- iv) To help keep work satisfaction and morale high
- v) To provide best practices and resources (ex: risk assessment tool)

5) **Meeting Adjourned**

- a) Suzanne closed the meeting at 4:34 p.m.

Next meeting: Monday, November 30, 2015

Contract Professionals	Membership 2015-2016 Term	
University Council Standing Committees	Advisory	At Large
Budget and Finance	Zak Steiner (1 year)	Kelly Kotch
Communications	Scott Roberts	Ivy Banks, Esq.
Information Technology	Diane Raybuck	Jeanette Berger
Physical Environment	Denise Montanari	Lia Thompson
Institutional Advancement	Katie Watkins-Wendell	Dave Parry
Recreation & Wellness	John MacDonald	Katie Sigal Papp
Student Engagement and Success	Michael Spayd (1 year)	Carol Pleuss (Wayne College at-large)
Talent Development & Human Resources	Theresa Beyerle	Alisa Benedict O'Brien
University Council	Suzanne Testerman	Stacey Moore