

CPAC Monthly Meeting Minutes
Student Union 310 | 3:01pm-4:21pm | August 10, 2016

Attendees: Zak Steiner, Aiesha Motley, Michael Spayd, Jared Coleman, Sarah Hoge, Margo Ohlson, Barb Caillet, Chrissy Cooney, Dorothy Gruich, Christine Kolaczewski-Ferris, Cassie Verardi, Myra Weakland, Katie Watkins-Wendell, Joe Minocchi

Absent w/ Notice: John MacDonald, Alison Doehring, Marci Tomajko

1) Open Meeting

- a) Michael Spayd, chair of CPAC, opened the meeting at 3:04pm

2) Approval of meeting minutes

- a) Minutes approved, pending change, by group: {motion} Joe, {second} Myra {no opposed}

3) Approval of Treasurer Report

- a) Aiesha shared the balance of the CPAC account: \$8,248.57
 - i) Account received carryover from past year
- b) Discussion regarding yearlong budget projections and the need for an international use of funds
- c) Proposed allocations include 4,000.000 professional development scholarship project, 1,500.00 professional developed event – sponsored by CPAC, 400.00 OSCHE membership, estimated 2,348.51 remain in savings for future programs/allocations
- d) Budget report approved, by group: {motion} Jared, {second} Katie, {no opposed}

4) University Council Standing Committee Updates

- a) Michael Spayd
- b) Discussion on Tiger Team and representation on UC took place
 - i) Michael advocated for CP representation

5) New Business

- a) Meeting with the President on Monday, August 22 at 3pm in Buchtel
 - i) CPAC sent a welcome and congratulatory letter to the President following his appointment at the end of July. The President was receptive to the message and has agreed to meet with the group in August.
 - ii) Group discussion regarding preparations of agenda and items to discuss with the President
 - iii) CPAC members prepared questions
 - iv) Ali created a FAQ “Who we are” handout in preparation for the meeting
- b) Budget Approval:
 - (a) Discussion on university funding: Will funding being sweep across the board for non-academic units.

6) Old Business

- a) Contract Professional Grievance Procedure (3359-22-05)
 - i) No update to provide.
- b) Scholarship Project - Update
 - (1) Aiesha reviewed the rubric and asked for feedback ASAP

- (2) Discussion regarding amount of funding CPAC will put forth for the upcoming year for the scholarship. A group will meet to outline the budget and make a recommendation to the group by the next meeting
- (3) Reviewers for the scholarship will include: Chris, Marci, Aiesha, and Katie
- c) Good of UA
 - i) Discussion regarding raises for the non-bargaining units. Will hope to revisit topic in September/October once enrollment has been confirmed and budgets are more known on campus.
 - ii) Domestic partner coverage will no longer be available due to same sex marriage – Effective January 2017

7) Adjournment

- a) Michael Spayd called the meeting closed at 4:21pm.

Next meeting to be held on Monday, August 22, 2016 at 3:30pm

August 22, 2016 meeting will be held in Buchtel Hall – Meeting with the President

September meeting will be held at Wayne campus – a Roo Shuttle will be reserved for the group

| CPAC Roster | Term End Dates | Notes/Changes |
|------------------------------|----------------|----------------------------------------------------------------|
| Sarah Hoge | April, 2017 | |
| John MacDonald | April, 2017 | UC - Rec & Wellness - Chair |
| Margo Ohlson | April, 2017 | BOT Rep |
| Aiesha Montley | April, 2017 | CPAC Treasurer OSHE Rep |
| Michael Spayd | April, 2017 | University Council Rep OSHE Rep CPAC Chair |
| Myra Weakland | April, 2017 | UC – Talent & HR Rep |
| Jared Coleman | April, 2018 | UC – Inst. Advanc. Rep |
| Katie Watkins-Wendell | April, 2018 | UC – IT – Rep |
| Zak Steiner | April, 2018 | UC – Budget & Fin. Rep BOT Rep (Alt) CPAC Vice President |
| Kristin Foy-Samson | April, 2018 | UC – Communications Rep |
| Marci Tomajko | April, 2018 | UC – Rec & Wellness Rep |
| Alison Doehring | April, 2018 | CPAC Secretary |
| Barbara Caillet | April, 2019 | UC – Student Engag. Rep |
| Chrissy Cooney | April, 2019 | |
| Dorothy Gruich | April, 2019 | UC – Physical Facil. Rep OSHE Rep |
| Christine Kolaczewski-Ferris | April, 2019 | |
| Joe Minocchi | April, 2019 | |
| Cassie Verardi | April, 2019 | University Council Rep |

University Council Standing Committee Updates

| Contract Professionals | Membership 2015-2016 Term | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------|
| University Council Standing Committees | Advisory | At Large |
| Budget and Finance | Zak Steiner (term end: 2019) | Jessica DeFago (term end: 2016) |
| <i>Steiner provided an update related to proposed budgets</i> | | |
| Communications | Kristen Foy Samson (term end: 2019) | Scott Roberts (term end: 2018) |
| <i>No update to provide.</i> | | |
| Information Technology | Katie Watkins-Wendell (term end: 2019) | Jeanette Berger (term end: 2018) |
| <i>At the last meeting a presentation on IT was shared as well as information about current staffing for the unit. It was shared that the IT unit was impacted from 138 employees to the current 59 employees. A discussion also took place regarding equipment inventory for campus as well as systems inventory.</i> | | |
| Physical Environment | Dorothy Gruich (term end: 2018) | Pam Brandenstein (term end: 2017) |
| <i>Zook scheduled to open with the begging of the academic year. Construction is complete</i> | | |
| Institutional Advancement | Jared Coleman (term end: 2019) | Dave Parry (term end: 2017) |
| <i>No update to provide – no meeting – There is a meeting scheduled during the upcoming weeks</i> | | |
| Recreation & Wellness | Marci Tomajko (term end: 2017) | Katie Sigal Papp (term end: 2018) |
| <i>No update to provide.</i> | | |
| Student Engagement and Success | Barb Caillet (term end: 2019) | Carol Pleuss (term end: 2018) |
| <i>Focus for the group will be on University events/programs such as Homecoming and SpringFest. The group would like propose that Fridays on campus be “UA Blue and Gold Days” as a way to encourage students and staff to wear University colors. The group will continue to focus on retention efforts and will begin to look closer at learning communities and their impact on retention and success.</i> | | |
| Talent Development & Human Resources | Myra Weakland (term end: 2017) | Alisa Benedict O'Brien (term end: 2018) |
| <i>Myra recapped the emailed questionnaires that were distributed to CPs (loss of services and partnership training offered with Kent).</i> | | |
| University Council | Michael Spayd (term end: 2018) | Dr. John Messina |
| <i>Please see above notes</i> | | |