

**CPAC Monthly Meeting Minutes**  
**STUN 314 | 3pm-4:40pm | December 19, 2016**

---

**Attendees:**

---

Aiesha				Dorothy
Motley	Barb Caillet	Cassie Verardi	Christine Kolaczewski-Ferris	Gruich
Jared	John			Marci
Coleman	MacDonald	Katie Watkins	Sarah Hodge	Tomajko
Margo				
Ohlson	Michael Spayd	David Parry	Joe Minocchi	Zak Steiner

---

**Absent:** Alison Doehring, Kristen Foy Sampson, Myra Weakland

---

**1) Open Meeting**

- a) Michael Spayd, chair of CPAC, opened the meeting.

**2) Approval of meeting minutes**

- a) Minutes approved, by group: {motion} Katie, {second} Jared {no opposed}

**3) Approval of Treasurer Report**

- a) Aiesha shared details of CPAC funds.
- b) Scholarship program update.
  - i) CPAC is requesting \$3,150 is frozen carryover funds and waiting for Nathan's approval.
- c) Budget report approved, by group: {motion} Katie, {second} Zak, {no opposed}

**4) University Council Standing Committee Updates**

- a) See attachment
- b) BOT Observers: No January meeting. There have been some extra BOT committee meeting Late December and early January.

**5) New Business**

- a) Contract Professional Grievance Procedure (3359-22-05) Update- Zak spoke with BOT office and needs to now speak with General Council.
- b) HLC
  - i) The report has gone out to the University community for comments.
- c) Meeting with the President
  - i) CPAC monthly meeting and president preparation – Feb. 13, 2017
  - ii) CPAC and at large member meeting with the president – Feb 27, 2017

**6) Adjournment from CPAC.**

- a) Next meeting scheduled for January 23 at 3 p.m.
-

<b>Contract Professionals</b>	<b>Membership 2016-2017 Term</b>	
<b>University Council Standing Committees</b>	<b>Advisory</b>	<b>At Large</b>
<b>Budget and Finance</b>	<b>Zak Steiner (term end: 2019)</b>	<b>Jessica DeFago (term end: 2016)</b>
<i>Group has talked about administrators of the buyout program. More information to come.</i>		
<b>Communications</b>	<b>Kristen Foy Samson (term end: 2019)</b>	<b>Scott Roberts (term end: 2018)</b>
<i>Committee to look at recommendations about Zipmail, mobile and other technologies.</i>		
<b>Information Technology</b>	<b>Katie Watkins (term end: 2019)</b>	<b>Jeanette Berger (term end: 2018)</b>
<i>Gave update on RFQ for SAAS.</i>		
<b>Physical Environment</b>	<b>Dorothy Gruich (term end: 2018)</b>	<b>Pam Brandenstein (term end: 2017)</b>
<i>Talked about updates and moves across campus.</i>		
<b>Institutional Advancement</b>	<b>Jared Coleman (term end: 2019)</b>	<b>(term end: 2017)</b>
<i>Committee meets first Friday of each month. Last meeting did not have enough members.</i>		
<b>Recreation &amp; Wellness</b>	<b>Marci Tomajko (term end: 2017)</b>	<b>Katie Sigal Papp (term end: 2018)</b>
<i>Gave update on food pantry and smoking policy.</i>		
<b>Student Engagement and Success</b>	<b>Barb Caillet (term end: 2019)</b>	<b>Carol Pleuss (term end: 2018)</b>
<i>Committee will be meeting to decide if scholarships will still be the topic of committee for Spring 2017.</i>		
<b>Talent Development &amp; Human Resources</b>	<b>Myra Weakland (term end: 2017)</b>	<b>Alisa Benedict O'Brien (term end: 2018)</b>
<i>Committee talked about buyout program, part time faculty survey and performance reviews.</i>		
<b>University Council</b>	<b>Cassie Verardi (term end: 2018)</b>	<b>Dr. John Messina</b>
<i>Gave updates on HLC report and conversations/ topics President Wilson and Provost Ramsier gave. Busy meeting. If you do not go to these meetings... you should! Great times!</i>		