

CPAC Monthly Meeting Minutes
STUN 314 | 3pm-4:40pm | November 28, 2016

Attendees:

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

Absent: Alison Doehring, Sarah Hoge, 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 and Michael shared the balance of the CPAC account and details of the funds.
- b) Aiesha also gave an update to the committee on the scholarship program.
 - i) CPAC is requesting \$3,150 is frozen carryover funds.
- c) Budget report approved, by group: {motion} Zak, {second} Jared, {no opposed}

4) University Council Standing Committee Updates

- a) See attachment
- b) BOT Observers: meeting was quick. Items of discussion included New Student Convocation, Summer Graduation and Smoking Policy.

5) New Business

- a) Conversation about FLSA
 - i) Michael talked to the group about the membership of the committee after a federal judge put a hold on FLSA. More information will go out to the group in an email about voting on membership.
 - ii) An email of the conversation will be drafted by Michael and will be send to Bill and Sarah.
- b) HLC
 - i) Report is due at the end of October. Everything will be in one document. Once complete it will go 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 December 19 at 3 p.m.
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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>Reported that committee is meeting later that week.</i>		
Communications	Kristen Foy Samson (term end: 2019)	Scott Roberts (term end: 2018)
<i>No update</i>		
Information Technology	Katie Watkins (term end: 2019)	Jeanette Berger (term end: 2018)
<i>Gave update on RFQ for SAAS</i>		
Physical Environment	Dorothy Gruich (term end: 2018)	Pam Brandenstein (term end: 2017)
<i>No update to provide.</i>		
Institutional Advancement	Jared Coleman (term end: 2019)	Dave Parry (term end: 2017)
<i>Committee meets first Friday of each month. Jared talked about the Moving Forward/ Making a Difference email campaign.</i>		
Recreation & Wellness	Marci Tomajko (term end: 2017)	Katie Sigal Papp (term end: 2018)
<i>Gave update on food pantry.</i>		
Student Engagement and Success	Barb Caillet (term end: 2019)	Carol Pleuss (term end: 2018)
<i>Scholarships still topic of committee. Jennifer Harpham, Diane Raybuck and Mary Schalde have attended or will attend meetings to give information on the topic.</i>		
Talent Development & Human Resources	Myra Weakland (term end: 2017)	Alisa Benedict O'Brien (term end: 2018)
<i>Gave update on items of FLSA and insurance changes.</i>		
University Council	Cassie Verardi (term end: 2018)	Dr. John Messina
<i>Gave updates on HLC report and conversations/ topics President Wilson and Provost Ramsier gave. Cassie and Zak talked about the Budget Process Document.</i>		