

3359-22-03 Contract professional advisory committee.

- (A) The contract professional advisory committee, "CPAC," shall serve as an advisory body to the president on matters relating to ~~fringe benefits~~ employment and any other issues for contract professionals and on matters relating to any other issues directed to the committee ~~by the president~~. The committee shall maintain one (1) Standing Committee named The Contract Professional Grievance Committee, "CPGC" whose members are appointed from the CPAC membership. All other committees shall be of a "project charter" nature and be assigned as needs arise.
- (B) The committee shall meet with the president annually and prepare an annual report in June of each year and submit it for submission to the office of the president. A copy of this report shall be distributed to all contract professionals.
- (C) The committee shall call an annual meeting – first meeting in July – whereby the following (but not limited to) business must be conducted:
- (1) Appoint a Chair for the upcoming year;
 - (2) Appoint a Vice-Chair and Recording Secretary;
 - (3) Appoint Faculty Senate Representatives;
 - (4) Establish meeting times and location;
 - (5) Contact the President's office to appoint open positions;
 - (6) Appoint open positions;
 - (7) Appoint Grievance Committee (see Ohio Administrative Code 3359-22-04);
 - (8) Appoint any Project Charter committee members as necessary; and
 - (9) Verify ex-officio members by name(s).
- (1) Composition.
- (a) ~~The "CPAC" shall consist of five contract professionals at the university of Akron. Three of the members shall be elected by the contract professionals. Two of the members shall be appointed by the president.~~ The "CPAC" shall consist of thirteen full-time contract professionals employed by the university of Akron. Eight members shall be elected by the contract professionals from the main campus. Two members shall be appointed by the president and two shall be appointed by the seated "CPAC" committee. One member will be elected from UA's Wayne campus. The seated executive director of human resources shall maintain permanent ex-officio member status and offer regular advisory assistance. The office of general counsel shall provide assistance as appropriate.
 - (b) No member may be elected or appointed to serve more than two consecutive full terms.

- (c) The president may appoint one or more ex officio ~~member members~~ to the committee as appropriate for the committee's areas of concern.
- (2) Terms of office.
- (a) ~~For the initial term of office, the contract professionals shall elect three members, two for a two year term and one for a one year term; and the president shall appoint one member for a two year term and one member for a one year term.~~ For the initial term of office occurring upon the effective date of the revision of this rule, "CPAC" shall arrange for the distribution of seven of its current members to remain for a one-year term in their current appointed or elected position. The remaining six members shall be comprised of elected or appointed individuals based upon distribution of representation delineated below. Thereafter, "CPAC" members shall be elected/appointed for two year terms: staggered appropriately, to allow for continuity as follows:
- (i) Eight members elected by contract professionals for a two year term
 - (ii) Two members appointed by President for a two year term
 - (iii) Two members appointed by "CPAC" for a two year term
 - (iv) One member elected by contract professionals at the university of Akron Wayne college for a two year term
- (b) ~~Thereafter, those members of the "CPAC" elected by the contract professionals and those members appointed by the president shall serve two year terms.~~ Membership on the "CPAC" shall run concurrently with the university's fiscal year.
- (3) Election.
- (a) The "CPAC" shall establish election procedures and conduct an annual election by June 10 of each year. Such procedures shall call for nominations from the contract professionals, which shall be sent to all members at least three weeks prior to the elections. Each contract professional may submit for nomination the name of one contract professional, providing that persons cannot submit their own names, and the nominees agree to serve if elected.
- (b) Ballots shall carry the names of all eligible persons who have been proposed for nomination. The person or persons

receiving the largest number of votes shall fill the open position(s) in decreasing order of those votes, provided ~~that~~ those persons are otherwise eligible in accordance with the eligibility requirements for membership on the "CPAC". Only full-time contract professionals are eligible to participate in the election. The election process shall be supervised by ~~an impartial referee who will count the ballots and turn them and the results over to the "CPAC".~~ the Executive Director of Human Resources who will count all ballots and verify all nominations, following which all documents will be returned as confidential to the CPAC recording secretary for permanent file. The Executive Director of Human Resources shall rule on all questions concerning the election procedures and results.

- (c) Immediately following the election, the "CPAC" will certify to the president the new composition of the elected members of the committee. The president shall have until July 1 to make appointment(s).
- (4) Vacancies. Should a vacancy occur, the president shall appoint a replacement to fill out the remaining term.
- (5) ~~The contract professional representatives to the university council and the faculty wellbeing committee of university council shall serve as ex-officio non-voting members of the "CPAC".~~ Removal from membership/office. Any member of "CPAC" may be removed upon a vote of the CPAC. Seven votes are required to carry a removal. In the event of a removal from membership/office, a new member/officer shall then be appointed by the President for the remaining term of the vacancy. Thereafter, the person so removed will be ineligible to return to the committee.