

CENTRAL MICHIGAN UNIVERSITY
PROFESSIONAL & ADMINISTRATIVE COUNCIL

Minutes
December 12, 2024 – WebEx Webinar

Members Present: Keith Malkowski, Jamie Madrigal, Hannah Martin, Dawn Welch

I. Guest Speakers:

- A. Dr. Shawna Patterson-Stephens, VP/Inclusive Excellence & Belonging
VP Patterson-Stephens introduced herself to the Council and shared a little about her team, including how they value a “healthy social change” that focuses on growth and provides a space to learn from mistakes. VP Patterson-Stephens went through a presentation with the Council covering all the Office for Institutional Diversity, Equity, and Inclusion’s (OIDEI) values, vision, and mission, as well as highlighted accomplishments and events from this past year. The full presentation can be found at the end of these minutes.

II. Minutes Approval:

- A. Minutes from the September 12, 2024, P&A Council meeting were approved as presented.

III. Old Business:

- A. Of the members present, there was still no interest in the P&A Council Chair for this year. If a Chair were elected, two newer members offered to serve in the Vice-Chair role, but without a Chair, there was no interest in or a vote for Vice-Chair at this time either.
- B. An idea was presented that P&A Council members should select a Shared Governance Council event and all plan to bring another P&A employee with them to meet and engage with peers and spread word about the P&A Council. With only four members present at this meeting, the topic was tabled until the new year.
- C. President MacKinnon is a guest speaker of significant interest for a future meeting, with VP Jenn Cotter of Advancement and a representative from the Student Food Pantry suggested as other guests. Council members were asked to email in any other ideas of guests they would like to hear from at future meetings.

IV. New Business:

- A. Roundtable Updates
 - i. HR Updates – The Director of Benefits position is still vacant. FPS is currently conducting 50+ faculty searches, a higher amount than usual. A Texas federal court ruled there was no authority to increase the salary threshold of exempt employees, so the anticipated change for January 2025 under FLSA is no longer. Changes are coming to the Michigan Paid Medical Leave Act in February 2025. Still learning about the changes, which seem unlikely to impact P&A employees at this point, but they could impact other employee groups. Communication will be forthcoming when there are more details.

- ii. Academic Affairs – CIS has posted their events for the spring semester.
- iii. President Division – The CMU training for HIPAA workforce members is being updated and will be released in early January. There has also been a regulatory update to the HIPAA Privacy Rule, which establishes national standards to protect patient data and requires individuals' rights to their data. This update is related to reproductive health care information sharing between covered entities and business associates, which will begin requiring an attestation that the information cannot be used against the individual.
- iv. FAS – No update.
- v. Recruitment & Retention – The fall semester is wrapping up with President MacKinnon's first commencement ceremony this Saturday. Grades are due next week, so a friendly reminder to those with teaching responsibilities that this is critical for graduation and regulatory reasons.
- vi. Advancement – Year-end metrics regarding events and engagement are being wrapped up; more information should be available by the next Council meeting. Giving Tuesday was the most successful year yet, raising over \$544,000, with the Student Food Pantry and Student Emergency Fund receiving significant amounts. Many alumni events are planned for the new year, as well as lunch & learn sessions to share with campus partners things that Alumni & Engagement could offer them (i.e., email blasts, event registration).

B. **Adjournment:** Meeting was adjourned at 2:11pm.

The next P&A Council Meeting will be held via WebEx on Thursday, March 13, 2025, at 1:15p.m.

Respectfully submitted:

Angie Moss
Human Resources representative

[WebEx Recording](#)