

# ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

## Minutes

October 11, 2007

9:00 a.m. Brookens 204D

The meeting was called to order.

Members present: Jerry Burkhart, Barbara Cass, Tammy Craig, Lori Giordano, Bryan Leonard, and Dick Schuldt. Members absent: Clay Bellot, Bekky Grosboll, Mary Ellen McElligott, Kathy Roegee, and Tyler Tanaka. Also attending were Donna Haynes, Wes Weisenburn and Ed Wojciki.

Motion by Lori and seconded by Bryan to approve the Agenda. Motion carried.

Motion by Barbara and seconded by Dick to approve the August minutes with a couple of slight changes. Motion carried.

- Jerry brought up the issue of an AP who is having some difficulties and is unable to attend APAC meetings. This begs the question of APAC's roles and responsibilities, particularly in consideration of evaluations and CRC issues.
- UPPAC is scheduled to meet with President White on October 18. UIUC's CAP fields grievances, and Jerry will ask if one of their representatives would meet with UIS APAC to discuss their grievance processes and outcomes. Tammy is also doing some research on the grievance process at the UIUC campus. Ed suggested that if APAC pursues establishing grievance processes, we should keep Wes and the Administration in the loop. Jerry replied that the option for a grievance process is in the University Statutes. The impetus for exploring our own grievance process is the problems UIS APs are experiencing that aren't grievable through UIS grievance procedures.
- Recommendations for the AP rep. to the AEC search committee were sent more than one week ago: Jerry has not yet had a reply.

### **Old Business**

- Covey Training – While several APAC members are interested, there has not yet been an effort to discuss the training with APs, so it is difficult to gauge interest. Barbara reported the Professional Development Committee set aside \$1500 for training expenses and to offset the cost of materials to attendees. Barbara is charged with talking with Shari McCurdy and Deb Koua to get more specifics about the training so an informational email can be sent to all APs.
- Bursar Hours - Since APAC produced the draft on Campus Closure, CSAC is preparing a draft about Bursar's hours. Lori reminded us that there is also an issue with services: the Bursar will no longer send packages. Donna said it was reported to her that the suspension of package services had to do with charges charged to UIS by the Postal Service.
- Campus Closure Policy – Regarding the response from the Chancellor's Cabinet to our memo: Jerry noted appreciation for problem areas on which Administration and APAC/CSAC agree will be clarified/addressed in Fall '07. However, Jerry doesn't think Administration appreciates how strongly APs and Staff feel we aren't valued as highly as faculty. He suggests that somehow APs and Staff must be reassured by Administration of our value. Both Tammy and Lori commented on the seeming contradiction: UIS's priority is to teach, but the policy seems to say that no matter what the circumstances, when class is cancelled, services become paramount; it is questionable to shift priority to services. Jerry remarked that if it is too dangerous for one group to travel to campus, than it is too dangerous for others. He is concerned, too, that the liberal leave policy may not be uniformly enforced.

Lori indicated that if staff can't make it to campus, however, supervisors must. Wes relayed that reaction of UIUC, who never close, is to wonder why UIS closes. Offers that it is a balancing act: what are duties to students and public vs. providing for safety? Lori responded that our statement took into consideration the obligation of being a residential campus. The committee proposed some entities that might be essential sometimes: athletics, conference services, auditorium staff, etc. Barbara remarked that it may just be semantics, but statement #1 Specific Concerns on p. 2 of the document that administration does not treat faculty and staff the same and the summary item #5 that states the campus will generally not be closed when classes are cancelled do not speak to the concerns of AP and Staff. Ed replied that he is hearing from us that we feel the Administration does not respect and wants to put AP and Staff in danger. Ed suggested that another reason for closing campus is "they" won't show up anyway. A short discussion of who "they" are – students? faculty? – either way, not a satisfying rationale. Jerry spoke to the value of improved communication: not enough dialogue from top to bottom, bottom to top.

## Committee Updates

- CSAC – Ann Cole not present; no report.
- CRC – Dick Schuldt reported that CRC met about two weeks ago. The committee agreed to set a regular meeting time of the first Thursday of each month and also set term limits. Much of the meeting was discussion of major points of the last several meetings, and CRC will put together a report that includes observations and recommendations to present to APAC. Dick attended a meeting with Dr. John Curtis from AAUP about faculty equity issues. Faculty have model of salary structure and have found some gender inequities, particularly in CBM. Equity is tougher for APs, as we don't have the structure of rank, etc. Dick remarked that this year's salary equity process seemed to go better than last year's, and thought providing supervisors with tools would be helpful. We discussed, but had no suggestions, of what those tools could be.
- Campus Senate - Barbara Cass reported primarily on the Campus Senate's lively discussion regarding the Intercollegiate Athletic Committee report concerning the potential move to NCAA Division II. Paramount to the discussion was the view of the Senate that shared governance had been sidestepped in the process of applying to the NCAA. Pat Langley relayed that the application was made to the NCAA without even a courtesy email to the Executive Committee of the Campus Senate. Kent Redfield found the process troubling and said that shared governance should not be an afterthought, and this was "a case where a perception of corruption is just as corrosive as corruption itself." Provost Berman reported that discussions about joining the NCAA were occurring in early 2007, but there was no rush to apply. However, in March, UIS got an invitation from the Great Lakes Valley Conference with a June 1 deadline. Harry argued that, in fact, the IAC did notify the campus and sought feedback. There was a discussion of scholarship/waiver expenses, NCAA/GLVC fees, and student fees. Essentially, if the money received from student fees remains constant, the joining NCAA/GLVC will fly. Kent held that, at minimum, there is a communication problem. A request was made to the IAC to provide a revenue/expense report for Campus Senate review. Also, Pat would like to see a town hall-type meeting to discuss the role of athletics at UIS, and she intends to develop a set of questions with the input of the Campus Senate regarding waiver/scholarship issues.
- Professional Development – Barbara reported that awards totaling \$22,927 had been awarded to 32 APs and that \$1500 had been set aside for Covey Training. \$5528 remains from the \$30,000 granted by the Provost and will be used to fund a second round of awards in January 2008.
- Planning and Budget – Donna Haynes reported that P&B met with John Curtis of AAUP, who is concerned about how the faculty, APs and Staff at UIS are segregated; there's not a lot of cross-

over of the groups or cohesion across campus. There is concern about the subjectivity of the application of salary equity. The market needs to be defined and a study should be done to see how one market relates to another.

### **New Business**

- Resource Page on APAC website – Jerry would like to reconstitute the web committee (Lori, Bryan, and Clay) to determine a way to keep website up-to-date. Suggested we could create a larger committee to help update, modify, and monitor the website. Bryan commented about the responsibility of district reps in getting information to members. He thinks the website can be a more vital tool. He could develop an E-Newsletter that could include brief statements about current hot topics and links back to website for information about Professional Development, etc.
- District Representation for TRAC – we need to place TRAC in one of the existing districts. TRAC employees are in Athletics and were in District 4 (SLB), but updated list has them in District 5. It would be best to have them in District 4 to keep numbers essentially the same. APAC may want to consider redistricting sometime in Spring '08.

### **Other Business**

#### **Public Comments**

- Ed Wojciki commented that in reference to the Campus Senate discussion of NCAA application, shared governance was followed. Also, that in addition to the American, state, and UIS flags, the Gay Pride flag is also flying this week following a request from and waiver granted to GLBTQ for “Coming-Out Week.” Other groups on campus may request a waiver. Ed also reported that the practice of hiring extra help personnel for 900 hours, laying them off for 30 days, and hiring them back is against the law. The law states that someone can be hired for 900 hours in a 12 month period, and once the 900 hours is up, the person cannot be rehired for 6 months. Furthermore, the position that particular employee held disappears and a new position can't be created. There is an exception for intermittent positions, but an application process for an exception is required.

Motion by Bryan and seconded by Dick to adjourn. Meeting adjourned at 10:55 a.m.

Next meeting – December 13, 9:00 a.m. Brookens 204D