

ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

Minutes

November 8, 2007

9:00 a.m. Brookens 204D

Members present: Bryan Leonard, Jerry Burkhart, Tammy Craig, Barb Cass, Tyler Taneka, Dick Schuldt, Lori Giordano, Becky Grosboll and Kathy Roegge. Member not present: Clay Bellot.

Others present: Deb Koua, Carmalita Kemayo, Patty Sims, Jeanne Jones, Christine Ryan, Marquee Hauptert and Ryan Prosser (?)

- 1) Call to Order – the meeting was called to order 9:05am.
- 2) Approval of Agenda – Barb Cass moved and Bryan Leonard seconded to approve the agenda for the meeting. Motion passed.
- 3) Approval of Minutes – Lori moved and Tammy seconded to approve the minutes. Motion carried.
- 4) Chris Miller -- LGBTQ Issues – Chris Miller was unable to come to the meeting so members of his staff, Jeanne Jones, Marque Hauptert and Ryan Prosser gave a presentation on Lesbian, Gay, Bisexual, Transsexual and Queer issues on campus. They spoke about what steps UIS are taking to create a more open environment on campus. Measures created include:
  - Safe Zone Committee was created in 2006. Members include Faculty, AP, CS and students.
  - A LGBTQ Resource Office was established.
  - Different exhibits/events were held such as the “Day of Dialogue”, Coming out week including the Pride flag being flown, and Alternative prom sponsored by the Queer & Straight Alliance.
  - Two UIS students attend the Campus Pride Summer Leadership Camp.
  - UIS is also a member of National Consortium of Directors of Lesbian Gay Bisexual and Transgender Resources in Higher Education.
  - A Counselor specializing in this area was hired in the Counseling Center
  - Sensitivity training was required for Campus Police
  - Domestic Partners insurance is now offered on campus
  - Gender neutral restrooms are planned.
  - A Student Affairs specialist was retained in Student Affairs
  - The campus is now in the process of establishing a Student Advisory Committee
  - Housing staff are being trained on this issue.
- 5) Old Business
  - a. Covey Training – Barb has talked to Deb but not yet to Shari. She will set up a meeting to discuss the training.

- b. Bursar's Hours Statement – Barb will look at the statement make minor changes in the wording but there is a general agreement about the ideas and objections presented in the statement.
- c. Campus Closure Policy Response – CSAC has not had a chance to discuss the response, APAC will wait on their response.
- d. Resource Page on APAC Website/APAC Newsletter – The Web Committee has not met yet but will be meeting soon.

## 6) New Business

- a. AP rights & APAC – The group discussed AP Karla Carwhile's situation and the greater issue of AP rights on campus, such as the right to attend APAC meetings. Jerry handed out to members the part of the Statue that created APAC pointing out the language regard the issue of APAC meeting. Jerry has talked with Chris Miller and Ed Wojciki and feels certain that there is no intent on their part to prevent any AP from attending as long as it does not interfere with the work duties. The committee feels it is important that Karla be able to discuss this issue with the group even if it means meeting outside of our regular meeting times. Discussion continued concerning the role of APAC and it counterpart on the other campuses. It was suggested that we need to make sure that AP are aware of CRC and their role in listening to and noting problems and issues of APs. It was also suggested that we consider having one meeting each year at off hours, maybe hold it later in the year. A notice will be sent to all APs about attending the APAC meetings.
- b. CSAC Representative – Jerry asked for a volunteer to attend the CSAC meetings to represent APAC. He emphasized the importance of our working with CSAC on several issues. Becky and Bryan will share the duty.
- c. Questions for Chancellor's meeting with APAC – Chancellor Ringeisen will attend the December meeting. Jerry would like to be able to send questions for him prior to the meeting.
- d. AP Membership Roster – Kim Haynes has asked for help to review the list. Jerry would like to create a standing committee to come up with ways to make the process easier especially when we need to redistrict.

## 7) Committee Updates

- a. UPPAC meeting with President White (Jerry Burkhart, Barbara Cass) – On Oct. 19 Barb and Jerry attended the annual UPPAC meeting with U of I President White. The meeting went fairly well and the members had a useful conversation with Pres. White. Topics covered included where the University is at with funding, he explained his plan for a resource summit in December (the UIU Chair asked about an AP rep on this committee and Jerry was appointed as that rep).
  - Discussion prior to the meeting with Pres. White focused on making UPPAC role in the University more robust. They would like to play a more advisory role to the President and be more proactive. Other topics for discussion included compensation focusing on non-monetary types such as working in a collegial atmosphere, flex-time (CRC can look at this issue), rec center membership, service hours for committee work and staff workload.

- Rita from UIU reported on U of I retirement problems – 40 % of staff will be retiring in the next few years. Issues this will cause include lost of history, salary compensation and added work load.
  - The Global Campus initiative was discussed – UIC will be participating with GC in a Nursing Program. GC hopes to have 30 programs after 5 years. They are debating how much money and time to put in marketing.
  - An AP rep will attend all BOT meetings.
  - There will be no CIC meeting this year. Ohio State in charge but there was no response. Purdue will be in charge next.
  - Campus reports:
    - UIU – There have been fewer grievances this year. A task force was created by the Provost to look at what AP's can do. There Professional Development fund is \$75,000. Still no voting rep in Campus Senate.
    - UIC – They had there annual AP meeting and they are searching for a new Chancellor.
  - Grievance procedures – UIU has reliance policy but not Chicago. Most of the grievances at UIU are resolved at the talking stage. Jerry is going to ask Vera Mainz to talk to us about setting up a grievance procedure UIS. He has charged CRC with starting the process including setting up some ground rules.
- b. CRC (Dick Schuldt) – Prior to this meeting Jerry sent draft copies of the CRC Proposed Statement on Salary Equity and Evaluation Process Comments. Dick discussed both of these documents with the committee. He emphasized three points –
1. There is a lot of confusion concerning the relationship between the evaluations and raises. There is no UIS policy and CRC thinks the evaluation should stand on its own;
  2. Evaluation of Supervisors – presently this not part of the UIS process, CRC takes no position but want any evaluation process to be a positive one;
  3. What recourse does an employee have if they disagree – CRC feels the present recourse option is inadequate.
- Final draft of the documents will be available in January or February. If anyone has a suggested change it should be e-mailed to Dick.
- c. CSAC (Ann Cole) – no report
- d. Campus Senate (Lori Giordano) – Discussion focused on a report concerning accommodations for students with disabilities. Concern was expressed over the reassignment of Karla Carwile; it was felt the timing was bad. Students are not being served and it was felt there was insufficient reason for the change in the Department. A response to the report was presented by Judy Shipp, Suzanne Woods, Chris Miller and Marya Leatherwood.
- e. Holiday Party – Tyler, Mary Ellen, Kathy and Tammy will be working on the arrangements.

## 8) Public Comments

9) Adjournment – it was moved by Kathy and seconded by Lori to adjourn the meeting. Motion passed, meeting adjourned at 11:30am.

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