

1 ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

2 Minutes

3 June 12, 2008

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5 Members present: Jerry Burkhart, Barb Cass, Bryan Leonard (late), Lori Giordano, Tyler Tanaka,
6 Tammy Craig, Dick Schuldt, Becky Grosboll and Kathy Roegge. Missing Clay Bellot

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8 Also attending were Deb Koua, Patty Sims, Michelle Gillen (CSAC), Ed Wojicki, Rose Schweikhart,
9 Wendy Johnson and Lynn Ottersohn.

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11 The meeting was called to order at 9:05am.

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13 Lori moved to approve the Agenda, Tyler seconded. Motion carried.

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15 Tyler moved to approve the minutes, Lori seconded. Motion carried.

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17 Old Business:

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19 AEO Search update – Tyler Tanaka – Four good candidates and the process went fine. Interviews
20 happened within 2-3 weeks and someone was hired. The name should be announced soon.

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22 Grievance Process – What are the next steps? – We have heard from three speakers concerning the
23 grievance process; Marcellus Leonard, Barbara Ferrea and Vera Mainz. We also discussed
24 having the legal counselor talk about the issue but decided to hold off. Jerry now wants to
25 have a discussion about what's to be done next. Discussion centered on who should be
26 involved in the creating the policy and how much APs or APAC should be involved in process.
27 Who would have the authority to make the needed changes? Should we rewrite the present
28 policy giving it more authority? The group decided not to copy the UIUC model but to
29 strengthen the current policy giving APAC some oversight. Marcellus Leonard should be
30 involved in the initial discussion as well as APAC members Jerry, Dick, Deb, Tammy and
31 Barbara. They will meet to create a framework; timeline, etc then come back to APAC with
32 their plan. Ed suggested the group create a list of critical issues to consider before they start.
33 He also cautioned about inserting an advisory group into an administrative role. Kathy moved
34 that the Grievance Process subcommittee be created to form the plan, seconded by Barb,
35 motion carried. Tammy suggested that a webform be created to get feedback from APs about a
36 grievance policy. Jerry will ask Clay to do so. Tammy also asked about an exit survey for
37 APs. Jerry suggested putting something on the website that people could fill out then submit
38 anonymously.

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40 UPPAC – Next video conference will be the end of July. The group will be deciding on what
41 issues will be presented in the fall to the President via a document explaining about APs and
42 making suggestion about hiring and retaining the best candidates. Our campus needs to
43 generate a paragraph from UIS point of view. Jerry asked that APAC consider what they
44 would like to include in that paragraph. Two or three members will then meet to write the
45 paragraph. Members should send him their thoughts or ideas.

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47 An e-mail was sent from CIC asking about how other campus deal with two issues; AP
48 representation on campus committees and what credit they receive for doing so, such as a
49 formal recognition for that service.

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New Business

APAC Elections – Jerry reported that at the moment he has two people who expressed interest but has not yet received their petition, 1 for at large and the other for Lori’s District. If he does not receive their petition today there will be no contested positions. Lori and Dick have agreed to run again. Natalie Taylor and Shawn Shures have turned in their petitions for the at large position.

The committee agreed to allow more than one day for the voting.

Committee Appointments – A notice will be sent out in Aug. about the openings we have. But there is a need for an AP rep now for the Friends of the Sangamon Auditorium committee. This body acts as an advisory board to the director, meeting every two months to discuss the program, serves on committees dealing with marketing, programming, etc. It is a two year term, a name is needed now, so if we have recommendations please send to him. Mary Ellen McElligot will once again compile a list of openings and terms.

Committee Updates

CRC – Dick Schuldt – no meeting in June. They will be meeting on July 3rd. He also discussed a requested change to the recommendation about the performance evaluation, the change has been made and the document is ready to be sent to the Chancellor, Provost and HR. A draft of a survey about the evaluation has been created and sent to the Chancellor’s Cabinet.

Professional Development – Barbara Cass, Deb Koua – They have been talking to Beth Gorsage about conducting a leadership conference to be held on campus. They are waiting for more detail about topics and issues to be covered but suggest that it be as broad as possible to cover all areas. This conference will be opened to the whole campus and held in either October or November.

Deb asked about the annual fund, if we would be getting the full amount. Provost Berman has assured that the amount would be the same. Barb and she would like to do something similar to the Franklin Covey seminar that was held last year. Fifteen hundred was budgeted but only \$750 was expended. There was a lot of positive response to the program. Jerry proposed that \$2,000 be set aside for the program.

Campus Senate – no report

APPAC Website – no report

CSAC – Need two AP reps – one for the staff auction and to serve on the committee for the scholarship. Andy Egizi will chair the committee. Michelle encouraged people to advertise the program.

Jerry talked about the Bursar’s hours, it was suggested to invite Mike Bohl to come and discuss their hours.

98 Tammy asked about the \$250 from the provost for operating expenses. Patty suggested that she
99 contact

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101 Public Comments

102 Patty discussed the reporting process for the total time worked that will need to be filled out each
103 week. The report will be made on a web-based form to be ready sometime in July.

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106 Barb moved and Lori seconded to adjourn. Motion carried. Adjournment 10:55am

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109 Next meeting –July 10, 9:00 a.m. Brookens 204D