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2 ACADEMIC PROFESSIONAL ADVISORY COMMITTEE  
3 Minutes  
4 July 10, 2008  
5 9:00 a.m. Brookens 204D  
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7 The meeting was called to order at 9:06am  
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9 It was moved by Barb and seconded by Bryan to approve the agenda. Motion passed.  
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11 It was moved by Lori and seconded by Tyler to approve the minutes. Motion passed  
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13 1) Old Business

- 14 a. Grievance Committee – Deb Koua, Barbara Cass – Barb reported on the  
15 progress made by the group looking at the grievance committee. They will be  
16 seeking input from AP’s and hope to complete a draft in the fall. The role that  
17 APAC will play and what issues are out there is being discussed. A list of  
18 issues and where they are will be developed. Jerry would like something by the  
19 end of the academic year 08-09. The CRC will be asked to send a message to  
20 AP’s asking for input, who will be able to do it anonymously. There will also  
21 be a general APAC committee meeting focusing on the grievance policy. A  
22 form on the website will be available for people to post their input plus a space  
23 for open discussion. At some point we will be consulting the university lawyer  
24 and will keep the administration aware of what is being crafted.
- 25 b. UPPAC – July 29 is the next videoconference. The group had asked each  
26 campus to submit a paragraph listing concerns that go across the U of I system.  
27 Barb will be crafting the paragraph from UIS, the three will then be combined  
28 into one “manifesto”. It will be also a roadmap of what UPPAC wants to  
29 accomplish in the next year. This will be presented to the President at the fall  
30 meeting. If you have any ideas or issues please submit to Jerry or Barb in the  
31 next week.
- 32 c. Auditorium Committee – We need to submit names of APs to the serve on the  
33 committee. Lori put forth Katherine Kleeman as a possible candidate but we  
34 others are needed. Bryan asked questions and offered comment about what  
35 groups on campus the committee works with suggesting different APs who  
36 might be interested. Michelle Gillen from CSAC also suggested a name.
- 37 d. VCSA Search Committee – Jerry met with Ed to discuss the search committee  
38 member nomination process. They both felt that each side could have had  
39 better communication about the issue of how AP reps are nominated to search  
40 committees and the differing interpretation of the resolution (36) regarding that  
41 process. Ed did thank APAC for submitting names for the committee. It is their  
42 hope to have a person in place by January.

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44 2) New Business

- 45 a. APAC Officers Election August Meeting – We will be electing officers for the  
46 year after the new members are seated. At that meeting nominations will be  
47 accepted and the vote held.
- 48 b. Committee Appointments – Jerry talked with Mary Ellen and she will be  
49 generating a list of committee appointments for the August meeting. After the

50 list is made an AP wide e-mail will be sent asking for people who are interested  
51 in serving on a committee. Appointments will be made in September.

- 52 c. TRAC Facilities Use – Bike riders on campus have expressed an interest in  
53 being able to use the TRAC facilities showers and as a place to store their bike.  
54 There has been discussion also about a reduced rate for staff membership at  
55 TRAC. Various suggestions were made about options for staff concerning the  
56 TRAC. This also concerns the use of the old campus rec facilities. Wes  
57 commented on the idea of a Wellness program on campus and has convened a  
58 group to look at this area. Jerry suggested passing a resolution stating that  
59 bicycle storage, locker and shower facilities be provided for staff on campus  
60 who engage in activities that promote wellness. Lori made such a motion and  
61 Dick seconded, motion carried. Ed addressed the TRAC membership cost and  
62 how it relates to student fees and the maintenance for the facility. He suggested  
63 working with Wes on the Wellness program and that reduced membership cost  
64 might be a benefit that could be negotiated.
- 65 d. Exit interview – Tyler passed out a sheet of questions which came from HR that  
66 will comprise an informal exit interview on the website that APs could  
67 voluntarily fill out when they leave. Tyler suggested just using the  
68 questionnaire as is; adding other questions later, but others felt there was need  
69 to make to changes. One concern was that it does not include questions about  
70 why they are leaving. Jerry asked for two volunteers to rework the questions to  
71 better fit AP's. Once created and available district reps would need to send it to  
72 APs in their area who are leaving. We will need to work with HR to insure that  
73 exiting APs are informed about the form and are encouraged to fill out the  
74 survey. Jerry asked Dick, Clay and Tyler to look at the form, rework it and  
75 create a process for the exit interview. Please send any input to them.

### 76 3) Committee Updates

- 77 a. CRC – Dick discussed the performance evaluation document, they feel it is  
78 important that it be presented to chancellor's cabinet, explaining the rationale  
79 behind it. Members concurred. Dick then went on to talk about the last CRC  
80 meeting – the members spent time getting up to speed on the salary equity  
81 process, evaluation and grievance process. They tried to summarize some of the  
82 issues that have been brought to the group for the geviance committee and for  
83 the full AP population. A sheet that talks about basic information that all APs  
84 should know was also discussed. CRC group hopes to clear up confusion about  
85 various benefits, status, evaluation, etc. on campus.  
86 Performance Evaluation document – it addresses the relationship between salary  
87 and evaluation, supervisor evaluation and employee recourse when they  
88 disagree. Dick discussed a couple of changes to the document concerning  
89 grieving the process and broadening the recourse section. Dick will make these  
90 changes and bring the document back to CRC and APAC.
- 91 b. APPAC Website – It is in the process of being updated, Clay talked about the  
92 different changes distributing a chart showing the structure of the website as it is  
93 now. Jerry suggested adding a column that included items such as a discussion  
94 board, web forms, etc. Another suggestion was to include those things under  
95 the heading contact us or call the column "Feedback". Other suggestions  
96  
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98 included adding the “Quality of Life” survey results, our subcommittees, AP  
99 reps to campus committees, etc.

- 100 c. CSAC – Elections were held and Dave Antoine was elected president. They  
101 sent four names to the VSCA search committee.
- 102 d. Staff Scholarship Auction – Andy Egizi is the AP Co-chair and Jeri Frederick is  
103 the other AP rep on the committee.

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105 Public Comments – Jerry thanked both Kathy Roegge and Becky Grosboll for the service  
106 on APAC.

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108 The meeting adjourned at 10:56am

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112 Next meeting –August 14, 9:00 a.m. Brookens 204D