

1 Academic Professional Advisory Committee
2 November 13, 2008
3 Minutes
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- 5 1. Call to Order – meeting began at 9:06 AM in Brookens 204 D
6 a. Members present – Tammy Craig, Lori Giordano, Dick Schuldt, Natalie
7 Taylor, and Brian Leonard.
8 b. Visitors and guests included Patti Sims and Wes Weisenburn.
9 2. Approval of Agenda
10 a. Motion to approve by Natalie and 2nd by Bryan
11 b. Motion passed
12 3. Approval of Minutes
13 a. Minor spelling/grammatical modification to 10/16/08 minutes were made.
14 b. Motion to carry over approval of minutes to the next meeting was made by
15 Tammy and 2nd by Lori.
16 c. Motion passed
17 4. Old Business
18 a. Board of Trustees
19 i. The BOT is meeting today on campus and Barb Cass is
20 representing APAC, which is why she could not be in attendance at
21 this meeting. It was noted that when the BOT meets on a campus,
22 the AP group sends a representative to the meeting, so AP's have
23 been represented at all the meetings.
24 b. UPPAC meeting with President White
25 i. Tammy reported she, Jerry, Tyler, and Barb attended the UPPAC
26 meeting with President White. Overall, the meeting went well and
27 the President asked that those present go back to their campuses
28 and express his appreciation to AP's for their hard work and
29 dedication. The meeting lasted about ½ hour and 3 areas were put
30 forth as actionable suggestions; Salary equity, including a
31 comprehensive study by an outside consulting group, Career
32 advancement and professional development opportunities, and a
33 Biennial survey and online exit interview to assess the progress of
34 issues of concern to APs. Jerry also requested that the President
35 consider using UPPAC as an advisory board, and he seemed to be
36 receptive to that idea. The President was also open to the idea of
37 Non Monetary Compensation, and asked for specific examples.
38 Things that were talked about included formal recognition for
39 activities/committee work and flex time. He also supported
40 conducting baseline surveys, would like to have a common one,
41 and was willing to identify someone out of Academic Affairs for
42 support. UIUC has just completed their own survey and UIC has
43 also created a survey and is getting ready to implement it. UPPAC
44 was very appreciative of the support shown by John Loya in
45 recommending the Hay group for salary equity study and a robust
46 discussion followed. There was discussion about personnel
47 policies and how they impact retention of AP's, internal postings,
48 etc. There is currently a website where positions for all three

49 campuses are posted, however there are some technical problems
50 with the site, as not all job postings are there. There was also
51 discussion about creating career paths for AP's, not only on their
52 own campus, but perhaps across all 3. There was discussion about
53 how difficult a process this would be. One possibility was
54 "banding"; trying to organize AP positions by skill set, rather than
55 by title, since titles vary so much from position to position. Wes
56 and Patti agreed that it would be a monumental task, but would be
57 well worth it in the long run. Maintaining and occasional
58 reviewing would be needed, but the hard part is the initial set-up.
59 Tammy also gave a summary of the campus reports for CAP
60 (UIUC) and APAC at UIC. At UIUC there are working on new
61 timesheets to comply with the State Ethics requirement, revising
62 their bylaws (a new district was added with the Institute of Natural
63 Resources joining the University), adding AP senators to the
64 Senate, and their problem with getting paperwork completed for
65 their CAPE award. The UIC annual report gave a list of APAC
66 sponsored events for the year, and updated their website, mission
67 statement, and APAC brochure. President White also discussed
68 the budget and indicated that we are facing the deepest recession
69 since 1982. He reassured UPPAC that the Chancellors have met
70 and are working on plans to deal with the expected shortfall. He
71 also stated that although the majority of our budget is in personnel,
72 layoffs would be the very last resort. He also indicated that there is
73 not a solid hiring freeze, but that all positions are being reviewed
74 before hiring and being held if at all possible. Bryan asked Wes
75 and Patti how a layoff would impact APs, and they replied that
76 hard funded positions would have the normal notification rights (6
77 months or 1 year, depending on length of service). Visiting
78 positions have no notification rights, but the contract has to be
79 fulfilled. For AP's who are under soft funding, their Notice of
80 Appointment would be followed. Patti also followed up on the
81 new time reporting requirement and said that we will also be
82 starting it next year and we have to be fully compliant by 2010.

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84 c. Holiday Party

- 85 i. Natalie reported that the APAC Holiday Party would be held
86 December 10th from 4-6 in the Restaurant. Three announcements
87 will be sent out on Nov. 26th, Dec. 3rd, and the 9th. Tammy
88 encouraged everyone to promote attendance and donations.

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93 5. New Business

- 94 a. CRC – The committee did not meet, but Dick gave an update on the
95 Supervisor Survey. Of the 550 that were sent out, 309 were returned, which

96 was close to 60%. He didn't know the breakdown of APs vs. CS employees.
97 The results will first be reviewed and then distributed.

- 98 b. Campus Senate – Barb had attended the October 24th meeting and everyone
99 had reviewed the notes she had sent out prior to the meeting. Lori reported
100 that Pat Langley had cancelled the November 7th meeting and instead held a
101 retreat for faculty senators. The reason given for the retreat is that AP's have
102 APAC to discuss their concerns, CS workers have CSAC, and the
103 Administrators have their cabinets, but that faculty have no other body besides
104 the senate. The next meeting is November 21st.
- 105 c. Grievance Committee – The open meeting that was held on October 29th to
106 solicit comments and suggestions about the grievance process was not well
107 attended – the only people in attendance was Barb Cass, Deb Koua, Natalie
108 Taylor, Jerry Burkhart, and Dick Schuldt. It was decided that instead of re-
109 writing the current policy, that we should start by “beefing up” the current one
110 and perhaps provide supplemental documents to APs to educate them on the
111 role of the Ombus office and what is currently available. Additionally, any
112 changes that would be made would have to have approval all the way through
113 the Campus Senate.
- 114 d. APAC website – no report.
- 115 e. CSAC – Bryan was unable to attend and the CSAC representative was not
116 present. However, Wes had attended the meeting and reported that the
117 Chancellor and Provost had met with CSAC and discussed much of the same
118 topics as they had with APAC. He did say that CSAC was very concerned
119 about student retention, and wondered what was being discussed about
120 addressing the problem. Lori then discussed the CARR committee, which felt
121 that admissions policy and process was the number 1 and number 2 issues,
122 and that retention was 3rd on the list of priorities. After being further
123 questioned, she explained that the voting members (faculty and students only)
124 made the priorities and that although the ex-officio members made a strong
125 case for retention being the top priority, the votes did not turn out that way.
126 The committee has been broken up into subcommittees, but since Lori is not
127 on the retention subcommittee, is unsure of what has been discussed in that
128 group. She did mention that there was another meeting that afternoon, and
129 that she might hear an update from all subcommittees
- 130 f. Professional Development – no report

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132 6. Public Comments

- 133 a. none

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135 Natalie moved and Bryan seconded to adjourn. Meeting adjourned at 10:40 a.m.

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137 Next meeting: Thursday, December 11, 2008, Brookens 204 D