ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

Minutes

August 12, 2010

9:00 a.m. Brookens 204D

1. Call to Order
	1. Barbara Cass called the meeting to order at 9:02 a.m.
	2. Members present include Clay Bellot, Jerry Burkhart, Barbara Cass, Dick Schuldt, John Snyder, Natalie Taylor, and Amanda Winters.
	3. Members absent include Jeannie Capranica, Lori Giordano, Shawn Shures and Rose Schweikhart.
	4. Guests included Bob Lael, Patti Sims, and Ed Wojcicki.
2. Approval of Agenda
	1. Motion to approve by Natalie Taylor.
	2. The motion was seconded my Jerry Burkhart.
	3. Motion approved.
3. Approval of Minutes
	1. Jerry Burkhart made the motion to approve.
	2. Clay Bellot seconded the motion.
	3. Motion approved.
4. Announcements
	1. Barbara Cass welcomed the new APAC members John Snyder (Online Coordinator for Math (LAS) & Human Services (EHS) and Amanda Winter (LAS Online Coordinator for English, History, Integrative Studies, and Philosophy). Introductions were then made by all present.
5. Old Business
	1. Supplementary Retirement Benefit Committee
		1. Tyler Tanaka will serve as the APAC representative on this committee. This committee is charged with finding ways to provide supplemental retirement benefits for incoming employees since retirement plans will change for traditional and portable university retirement plans effective January 1, 2011.
	2. UPPAC meeting held at UIUC on July 27, 2010.
		1. Barbara Cass reported that UPPAC met with President Hogan and he requested to meet with UPPAC twice a year. President Hogan stressed the importance of APs to the university.
		2. Jerry Burkhart read to President Hogan an overview of the role of UPPAC. Posted on the UPPAC website as follows:

The University Professional Personnel Advisory Committee meets quarterly and serves the interests of full-time, part-time, visiting, and retired academic professionals by:

-providing formal and informal communication between academic professionals, the President and other administrative officers of the University,

-drafting and reviewing University-wide policies affecting academic professionals,

-coordinating communications between campuses affecting academic professionals,

-interviewing candidates for key University administrative positions.

* + 1. UPPAC may get a small budget.
		2. President Hogan stated that the mission of the university has extended beyond its capacity and the focus should be on teaching and research needs to be sufficiently funded.
		3. UPPAC pointed out to President Hogan the reason for AP notice rights and how APs carried a disproportionate burden when furlough days were enacted and terminations.
		4. President Hogan firmly believes that furlough days were a disaster, but he cannot take them off the table pending the university’s financial outlook.
		5. The focus of the university it to get through the budget crisis.
		6. President Hogan would like to see more employees take advantage of or have available to them more professional development opportunities.
		7. UPPAC asked about having more access to the Board of Trustees (BOT) and the President stated that too much access was a problem in the past. UPPAC is devising a plan to periodically request public comment time at future BOT meetings where a prepared statement will be read.
		8. The audit of position classifications did not go well at UIC and some positions will be reclassified.
1. New Business
	1. Election of Officers
		1. Chair – Jerry Burkhart was nominated at the last meeting and was unanimously approved by a voice vote.
		2. Vice Chair – Rose Schweikhart nominated herself at the last meeting and was unanimously approved by a voice vote.
		3. Secretary – Amanda Winters nominated herself. Natalie made a motion to approve this nomination and the motion was seconded by Dick. Amanda Winters was unanimously elected by a voice vote.
		4. Treasurer – Natalie Taylor was nominated at the last meeting and was unanimously approved by a voice vote.
	2. Campus Senate Committee Representative
		1. Dick Schuldt was nominated by Lori Giordano and this nomination was seconded by Natalie Taylor. Dick was unanimously elected by a voice vote.
	3. Barbara Cass officially handed over the reins of presiding over the APAC meeting to the newly elected Chair Jerry Burkhart.
		1. Jerry mentioned that it is a good idea for APAC to go into the new academic year with a general theme concerning APAC’s role on campus. This is a transitory year for UIS with a newly appointed UI President and a UIS Chancellor search. The advertisements have not been published for the Chancellor search so the timeline for hiring the new Chancellor is in limbo. One of the goals of APAC is to have the President, Chancellor, and Provost utilize APAC. Other goals of APAC are: represent all APs on campus, be a positive force, assist others when possible, serve as a sounding board, and resolve issues and make recommendations involving APs.
		2. APAC meets with the Chancellor and Provost in the fall. The meeting with Chancellor Ringeisen is September 9, 2010. The meeting with Provost Berman is October 8, 2010.
		3. Dick reported about the issue with Campus Senate not presently allowing alternates to fill in for APAC and CSAC representatives to Campus Senate in their absence. The student campus senate representative is allowed to use alternates.
2. Committee Updates
	1. CRC – Dick Schuldt
		1. There are eight vacancies on this committee and the members serve three year staggered terms.
		2. APAC should help actively recruit for this committee that deals with salary equity and confidential issues.
		3. Dick passed out a draft form of the Exit Interview form that HR has been developing with some input from APAC. Dick and Barbara met with Wes and Melanie in March and requested to be part of this process in order to be able to receive information about why APs are leaving UIS. The results of the surveys from the exit interviews will go to CRC (to maintain confidentiality) and the CRC will report a summary of these surveys to APAC. A letter from the Chair of APAC can be included in the exit interview process with information containing the link on the website for APs to give more information about why they are leaving if they so choose. The new draft is dated 7/29/2010 and Melanie (HR) would like feedback from APAC about the new draft.
	2. APAC Website – Clay Bellot
		1. No report.
	3. CSAC
		1. No report.
3. Public Comments
	1. Ed Wojcicki welcomed Bob Lael to APAC and also recommended that Dick Schuldt not give up the Chair of CRC just yet.
	2. Ed reminded everyone that this is the 40th anniversary for UIS/SSU and although the funding for this event is not as much as hoped, there will still be a celebration.
	3. Ed reported that enrollments may exceed 5,000 students this year for the first time in UIS’ history. Freshman numbers are about the same, but all other areas are showing increases in numbers.
	4. Dick talked about the how some APAC initiatives on the UIS campus have been catalysts for the other two campuses, such as professional development and campus senate representation.
	5. Jerry reiterated how important it is for APs to know their rights and status. APs need to be educated about their role and importance in the university.
4. Adjournment
	1. Motioned to adjourn by Natalie Taylor.
	2. Dick Schuldt seconded.
	3. Meeting adjourned at 10:10 a.m.

Next meeting –September 10, 2010, 9:00 a.m. Brookens 204D