

1 ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

2 Minutes

3 April 14, 2011

4 9:00 a.m. Brookens 204D

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6 1) Call to Order

- 7 a. J. Burkhardt called the meeting to order at 9:04 a.m.
- 8 b. Members present include Clay Bellot, Jerry Burkhardt, Jeannie  
9 Capranica, Lori Giordano, Dick Schuldt, John Snyder, Rose  
10 Schweikhart, Natalie Taylor, Amanda Winters
- 11 c. Guests include Bob Lael, Patti Sims, Toni Langdon and Tammy Craig

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13 2) Approval of Agenda

- 14 a. Motion to approve was made by N. Taylor.
- 15 b. The motion was seconded by L. Giordano.
- 16 c. Motion approved.

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18 3) Old Business

- 19 a. Civil Service/ Audit Conversion
- 20 Recent UPPAC meeting covered this issue extensively. UIC is  
21 undergoing extensive conversions, especially at the medical center.  
22 The rumors and percentages are being thrown around wildly about  
23 who will be converted from AP- but no one really knows what the  
24 final number will be. UIUC was not initially concerned about the  
25 conversions, but has begun to see some unexpected conversions. The  
26 UIS audit will begin in July of this year, and Bob Lael stated that they  
27 would probably have very little impact on UIS campus. He has been  
28 approached by one AP to change their job to a civil service position.  
29 This request is being considered as to how it would impact other AP's  
30 on campus. This position is in the Grants office.
- 31 There is new legislation, SB 1150, proposed by Senator Sullivan of the  
32 47<sup>th</sup> district, to take civil service exemption authority away from the  
33 Universities. This legislation was approved of by labor groups, but  
34 there was no input from the state university systems. Natalie asked if  
35 the job title of the person looking to convert was a unique job title or if  
36 a change would affect others on campus. Bob stated that it was a  
37 unique title for our campus. Bob Lael noted that the pilot program will  
38 be in place until this Fall. At that point it will have to be ended,  
39 extended or made permanent. The UIUC AP group info can be found  
40 at [www.cap.illinois.edu](http://www.cap.illinois.edu) . The UIUC AP group has posted a lot of  
41 helpful information and the chair of their committee has spoken to the  
42 Board of Trustees about this issue. The full comments can be found at  
43 the above listed website. There is also a UIUC petition on that site- it  
44 was suggested that there could be a university wide AP petition, but it  
45 was decided that it would be better to have campus-specific petitions.  
46 Dick asked if the audits were totally random. Bob answered that the

47 choices are not random, but that there are sometimes issues that need  
48 to be resolved or titles that need to be reviewed. The auditors will  
49 probably review 30 or 40 people at UIS in their audit. Tammy stated  
50 that she had been in touch with the head of UIC career center and that  
51 the career center counselor positions at other campuses were under  
52 audit scrutiny- including the director positions. Lori asked if there was  
53 a central place that housed the qualifications of AP positions and job  
54 titles that are exempt. Bob stated that the exemptions are based on  
55 educations, professional qualifications etc. Lori asked if there was  
56 anything that she could do to help AP's in her area beef up their job  
57 descriptions so that they would not be in danger of conversion. It was  
58 noted that the UIS campus was much better at reviewing job  
59 descriptions to avoid these conversion issues. Bob noted that UIUC  
60 was going to be audited right before our July audit, so we will get  
61 some sort of indication of how it will go for us.

62 b. Campus Senate Alternate Representative

63 Dick reviewed the bylaws of APAC and Campus Senate and pulled  
64 out relevant portions to all to the proposed changes. When a  
65 resolution or bill is presented to senate, all of the by-law areas that will  
66 be affected must be noted in the resolution. As far as APAC changes  
67 are concerned, the by-laws already include a provision for senate  
68 alternate representation. In the Campus Senate constitution, the  
69 student rep and alternate are established, but not an AP alternate  
70 (though it is not prohibited). Dick reviewed his proposed draft of a  
71 resolution for AP and CS voting representation. This proposal will be  
72 discussed by the committee members and comments and questions  
73 will be sent to Dick. CSAC will also be consulted and their bylaws  
74 reviewed. It was agreed that discussion about the bylaws should be  
75 kept general to allow for flexibility and changes to be made. This  
76 resolution will be discussed at the next meeting.

77 c. AP elections

78 These elections will be held in the middle of May and the new  
79 members will be seated in June. The first UPPAC meeting for the year  
80 will occur in July. Emails about the elections will be sent out to  
81 APAC in the next few weeks. Candidates will be submitted and  
82 elections held if necessary. There will be 5 or 6 openings for this next  
83 year.

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86 4) New Business

87 a. Health Insurance Changes

88 Health Alliance could possibly be removed from the benefits options.  
89 Since this is a benefits issue, HR is very involved. Health Alliance is  
90 challenging the decision and several representatives are on our side  
91 when it comes to Health Alliance benefits. Increased out of pocket

92 expenses and a required change in doctors for many Health Alliance  
93 customers would result from this change. The money that could be  
94 saved from this change does not take into account any extra cost to  
95 employees. This change is still pending, so it is not clear what the  
96 ramifications will be.  
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98 b. New CSAC representative

99 Clay Bellot is the new CSAC representative from APAC. He will be  
100 replacing Rose Schweikhart in this position.

101 5) Committee Updates

102 a. Campus Senate – Dick Schuldt

103 At the last Senate meeting there was an academic integrity counsel  
104 status report. Tim Barnett gave a report on enrollment and registration  
105 which indicated that there are currently serious issues with transfer  
106 student apps. Lori will send around the two page report/summary  
107 about these issues to APAC. The senate seemed to be very supportive  
108 and understanding about the issues that were brought up.

109 There was also discussion about the undergraduate advising task force  
110 report. This report acknowledges the important role of AP's in the  
111 advising process and provides some excellent incentives for AP's who  
112 work directly with this type of student support. Andy Egizi represented  
113 AP's on this committee.

114 The next meeting will be spent discussing personnel policy issues.  
115 These materials and minutes can be found at this link:

116 <http://www.uis.edu/campussenate/docs/prior.html>

117 Tammy Craig mentioned that when she and Barb Cass met with the  
118 Senate Exec committee, the senators mentioned that they didn't have  
119 representation on APAC- perhaps this would be a possibility in the  
120 future.  
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123 b. The Compensation Review Committee (CRC) – Tammy Craig

124 The CRC is meeting on Monday to discuss recent survey results. The  
125 same types of issues being brought up: job descriptions, grievances,  
126 personnel files etc. These issues could lead to some professional  
127 development opportunities or other avenues for the CRC to address.

128 c. APAC Website – Clay Bellot

129 The AP election form is completed and will be made live for elections.

130 d. CSAC – Toni Langdon

131 CSAC raised \$2000 from the staff scholarship auction and bake sale.  
132 It was very successful, but about \$100 down from last year. They are  
133 looking for more homemade items for next year. Jeannie suggested  
134 that they look at art items from UIS faculty/staff for next year.

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- 6) Additional Comments:
    - Reminder: April 28<sup>th</sup> is the CAPE award reception. The chancellor will present the award at 4pm. There will be refreshments and cash bar.
    - Sherri McCurdy-Smith has been chosen by President Hogan as the rep for the VCAA search.
    - The new Chancellor can hopefully meet with us early in her tenure so that she can find out who APAC is what we can do for her. We can be presented as a positive force, and a part of the solution to the difficult problems that are facing the University.
  - 7) Adjournment
    - a. Motioned to adjourn by Clay Bellot.
    - b. Jeannie Capranica seconded.
    - c. Meeting adjourned at 10:44 a.m.
- Next meeting – May 12, 2011, 9:00 a.m. Brookens 204D