

1 ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

2 Minutes

3 June 14, 2012, 2012

4 9:00 a.m. Brookens 204D

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6 1) Call to Order

- 7 a. Teresa Szabo called the meeting to order at 9:02 a.m.  
8 b. Members present include Raymond Barnett, Jeannie Capranica, Jeri  
9 Frederick, Donna Haynes, Greg Mayes, John Snyder, Teresa Szabo ,  
10 Angie Harbison, and Maureen Hoover  
11 c. Guests include Bob Lael and Patti Sims  
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13 2) Approval of Agenda

- 14 a. Motion to approve was made by Ray Barnett.  
15 b. The motion was seconded by Jeannie Capranica.  
16 c. Motion approved.  
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18 3) Approval of Minutes

- 19 a. Motion to approve was made by Donna Haynes.  
20 b. The motion was seconded by John Snyder.  
21 c. Motion approved.  
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24 4) Old Business

- 25 a. University wide Issues – Pension  
26 There is no additional information since the Presidents memo sent  
27 earlier this month. Teresa hopes to have additional information to  
28 report after the UPPAC meeting being held June 22<sup>nd</sup>. If we are able  
29 to learn more at the meeting, we will send Ray information for the next  
30 campus senate meeting.  
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33 5) New Business

- 34 a. HR Update regarding retirements – Bob Lael  
35 Bob reported that SURS has received 32 applications for people  
36 retiring by July 1<sup>st</sup>. Last year, the total number of people who retired  
37 from UIS was 30.  
38 UIC has 469 applications for retirement by July 1, and UIUC has 485  
39 applications.  
40 Statewide, there are 1023 APs retiring.  
41 Bob reported that some people don't provide notification to the  
42 campus prior to leaving, and SURS doesn't provide that information  
43 either. Additionally, not everyone notifies HR about their planned  
44 retirement – no approval is required.

45 A question was asked about the exit interviews that are being  
46 conducted and Bob said that information had been provided to Dick  
47 Schuldt.  
48 Of the AP's that are retiring, searches are underway or someone is  
49 moving into the position. HR has to look at the position description for  
50 each AP retiring to determine if the position should maintain the AP  
51 classification. At this time none of the 39 positions targeted by  
52 SUCCS is being vacated by retirees.

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54 b. Committee Representatives

55 Donna Haynes created a list of APAC committee representatives.  
56 Tyler and Beth are leaving and new representatives are needed for  
57 those positions. Some committee reps terms are expiring so we will  
58 contact them to see if they'd like to continue for a new term. Once it  
59 is determined which representatives are leaving, we will fill those  
60 spots with APAC members or interested APs. Greg Mayes  
61 volunteered to stay on the Library Committee.  
62 Tom Ambrose will be retiring at the end of September, and Donna  
63 Haynes volunteered to take Tom's place on that committee.  
64 The future of the Committee on Diversity, Equal Rights, Opportunity  
65 and Access is unclear now that Deanie Brown is on campus. The  
66 Chancellor will decide whether to continue the committee now that  
67 Deanie is on board. Due to Deanie's busy schedule, Ray suggested  
68 that a committee might offer support to Deanie.  
69 Clay Bellot will continue to serve on the Academic Technology  
70 Committee and he will also continue to update the APAC website.  
71 Barbara Cass hasn't decided if she will continue in her current  
72 representative positions.

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74 c. Teresa asked if anyone had looked at the Climate Survey results.  
75 Overall, staff rate approval of the work environment at 3.5 out of 5.  
76 There was a brief discussion about who, in administration, was  
77 responsible for following up on this issue.

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79 Following that there was interest in the number of separations from the  
80 university that are not affiliated with retirement. Bob said he has seen  
81 many people leaving; most of them are younger employees. Patti Sims  
82 said that about 10 faculty are leaving prior to retirement and 10 are  
83 retiring. The 50/50 rate is about the same for APs. Teresa suggested  
84 that we look at the exit surveys to determine why people are leaving  
85 prior to retirement. She suggested that the CRC committee could take  
86 responsibility for this. Bob will check on the exit survey report and let  
87 us know the distribution process and timeframe. Patti said that the  
88 university does a report on faculty that leave.

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90 d. 2012-2013 Agenda

91 Teresa suggested that we hold off creating next year's agenda until  
92 after the UPPAC meeting. She also asked the group about scheduling  
93 a meeting with the Chancellor to introduce the new officers. Jeri  
94 suggested that we meet with the Chancellor prior to creating next  
95 year's agenda and ask for her input.  
96

- 97 e. Upcoming UPPAC meeting – (this discussion was moved down the  
98 agenda to accommodate discussion time on the HR report)  
99 Teresa, Greg, Jeri, Jeannie and Bob Lael will be attending the UPPAC  
100 meeting at UIUC on June 22<sup>nd</sup>. We need to give a brief report on our  
101 campus and several ideas for the content of that report were discussed.  
102 Teresa will ask Jerry for a copy of last year's report to assist in the  
103 development of this year's report. Jeannie suggested that we look  
104 through the minutes and highlight our accomplishments. We should  
105 also add our UPPAC report to last year's minutes. Teresa will put  
106 something together and send it out for everyone's review.  
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#### 110 6) Committee Updates

- 111 a. No Campus Senate meeting since last update.  
112 b. CRC – Tammy Craig doesn't want to continue as chair of this  
113 committee. No meetings have been held as there have been no  
114 committee assignments.  
115 c. APAC website – no report  
116 d. CSAC – Toni Langdon not in attendance, but emailed a report. The  
117 committee will be holding elections for new officers in July. There  
118 will be a Civil Service appreciation event in September. They would  
119 also like to create a professional development account and begin  
120 holding brown bag events. They are assigning members to a Human  
121 Capital Strategy committee and hope to have a plan by the end of the  
122 year.  
123

124 There was a discussion about the bullying issue on campus. This has  
125 occurred between APs and between faculty and staff. Dr. Pardie  
126 would like to address this issue in new faculty orientation. Bob  
127 reported that there is no Illinois law on bullying and no "common"  
128 definition. Bob is trying to develop a "common" definition and create  
129 a bulletin on the subject. Civil Service employees have a grievance  
130 procedure and APs can use the Ombudsman program if confronted  
131 with this issue, but many people aren't aware of this.  
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133 Following this discussion, questions were asked about the non-  
134 monetary compensation committee status. Bob said that all the non-  
135 compensation ideas cost money and there is no commitment to invest  
136 in the ideas. Employee food discounts, bus passes and TRAC

137 discounts were discussed. The union was approached about assisting  
138 with TRAC membership costs, but they can't use union money for  
139 such purposes.

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7) Adjournment

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a. Motion to adjourn by Angie Harbison

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b. Donna Haynes seconded.

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c. Meeting adjourned at 10:12 a.m.

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Next meeting –July 12th, 9:00 a.m. Brookens 204D