ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

Minutes
June 14, 2012, 2012
9:00 a.m. Brookens 204D

1) Call to Order
   a. Teresa Szabo called the meeting to order at 9:02 a.m.
   b. Members present include Raymond Barnett, Jeannie Capranica, Jeri
      Frederick, Donna Haynes, Greg Mayes, John Snyder, Teresa Szabo,
      Angie Harbison, and Maureen Hoover
   c. Guests include Bob Lael and Patti Sims

2) Approval of Agenda
   a. Motion to approve was made by Ray Barnett.
   b. The motion was seconded by Jeannie Capranica.
   c. Motion approved.

3) Approval of Minutes
   a. Motion to approve was made by Donna Haynes.
   b. The motion was seconded by John Snyder.
   c. Motion approved.

4) Old Business
   a. University wide Issues – Pension
      There is no additional information since the Presidents memo sent
      earlier this month. Teresa hopes to have additional information to
      report after the UPPAC meeting being held June 22nd. If we are able
      to learn more at the meeting, we will send Ray information for the next
      campus senate meeting.

5) New Business
   a. HR Update regarding retirements – Bob Lael
      Bob reported that SURS has received 32 applications for people
      retiring by July 1st. Last year, the total number of people who retired
      from UIS was 30.
      UIC has 469 applications for retirement by July 1, and UIUC has 485
      applications.
      Statewide, there are 1023 APs retiring.
      Bob reported that some people don’t provide notification to the
      campus prior to leaving, and SURS doesn’t provide that information
      either. Additionally, not everyone notifies HR about their planned
      retirement – no approval is required.
A question was asked about the exit interviews that are being conducted and Bob said that information had been provided to Dick Schuldt.

Of the AP’s that are retiring, searches are underway or someone is moving into the position. HR has to look at the position description for each AP retiring to determine if the position should maintain the AP classification. At this time none of the 39 positions targeted by SUCCS is being vacated by retirees.

b. Committee Representatives
Donna Haynes created a list of APAC committee representatives. Tyler and Beth are leaving and new representatives are needed for those positions. Some committee reps terms are expiring so we will contact them to see if they’d like to continue for a new term. Once it is determined which representatives are leaving, we will fill those spots with APAC members or interested APs. Greg Mayes volunteered to stay on the Library Committee. Tom Ambrose will be retiring at the end of September, and Donna Haynes volunteered to take Tom’s place on that committee.

The future of the Committee on Diversity, Equal Rights, Opportunity and Access is unclear now that Deanie Brown is on campus. The Chancellor will decide whether to continue the committee now that Deanie is on board. Due to Deanie’s busy schedule, Ray suggested that a committee might offer support to Deanie.

Clay Bellot will continue to serve on the Academic Technology Committee and he will also continue to update the APAC website. Barbara Cass hasn’t decided if she will continue in her current representative positions.

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

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

d. 2012-2013 Agenda
Teresa suggested that we hold off creating next year’s agenda until after the UPPAC meeting. She also asked the group about scheduling a meeting with the Chancellor to introduce the new officers. Jeri suggested that we meet with the Chancellor prior to creating next year’s agenda and ask for her input.

e. Upcoming UPPAC meeting – (this discussion was moved down the agenda to accommodate discussion time on the HR report)
Teresa, Greg, Jeri, Jeannie and Bob Lael will be attending the UPPAC meeting at UIUC on June 22nd. We need to give a brief report on our campus and several ideas for the content of that report were discussed. Teresa will ask Jerry for a copy of last year’s report to assist in the development of this year’s report. Jeannie suggested that we look through the minutes and highlight our accomplishments. We should also add our UPPAC report to last year’s minutes. Teresa will put something together and send it out for everyone’s review.

6) Committee Updates

a. No Campus Senate meeting since last update.

b. CRC – Tammy Craig doesn’t want to continue as chair of this committee. No meetings have been held as there have been no committee assignments.

c. APAC website – no report

d. CSAC – Toni Langdon not in attendance, but emailed a report. The committee will be holding elections for new officers in July. There will be a Civil Service appreciation event in September. They would also like to create a professional development account and begin holding brown bag events. They are assigning members to a Human Capital Strategy committee and hope to have a plan by the end of the year.

There was a discussion about the bullying issue on campus. This has occurred between APs and between faculty and staff. Dr. Pardie would like to address this issue in new faculty orientation. Bob reported that there is no Illinois law on bullying and no “common” definition. Bob is trying to develop a “common” definition and create a bulletin on the subject. Civil Service employees have a grievance procedure and APs can use the Ombudsman program if confronted with this issue, but many people aren’t aware of this.

Following this discussion, questions were asked about the non-monetary compensation committee status. Bob said that all the non-compensation ideas cost money and there is no commitment to invest in the ideas. Employee food discounts, bus passes and TRAC
discounts were discussed. The union was approached about assisting
with TRAC membership costs, but they can’t use union money for
such purposes.

7) Adjournment
   a. Motion to adjourn by Angie Harbison
   b. Donna Haynes seconded.
   c. Meeting adjourned at 10:12 a.m.

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