

1 ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

2 Minutes

3 March 8, 2012

4 9:00 a.m. Brookens 204D

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6 1) Call to Order

- 7 a. J. Burkhart called the meeting to order at 9:03 a.m.
- 8 b. Members present include Raymond Barnett, Clay Bellot , Jerry
9 Burkhart, Jeannie Capranica, Angie Harbison, Dick Schuldt, John
10 Snyder, Teresa Szabo, Amanda Winters
- 11 c. Guests include Barbara Cass, Tammy Craig, Jeri Frederick, Bob Lael,
12 Patti Sims and Wayne Stahl

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14 2) Approval of Agenda

- 15 a. Motion to approve was made by John Snyder.
- 16 b. The motion was seconded by Clay Bellot.
- 17 c. Motion approved.

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19 3) Approval of Minutes

- 20 a. Motion to approve was made by Amanda Winters.
- 21 b. The motion was seconded by Teresa Szabo.
- 22 c. Motion approved.

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25 4) Guest- Wayne Stahl- ARR Human Capital Strategy

26 The first role of the Human Capital strategy committee was to define the idea
27 of human capital. The next step was to define what was within the scope of
28 the committee's work and what was not included. They have defined the
29 employee groups that would be covered by the Human Capital strategy; this
30 includes AP's, some Civil Service and faculty (in their supervisory roles- not
31 their academic roles). Also, it is limited to people employed in the state of
32 Illinois.

33 There was a literature search completed and the compilation of reports from
34 the three different campuses. The most recent were 2011 reports and the
35 recent climate survey (results have not yet been made available to the
36 committee). These reports will be summarized and compiled for the
37 committee.

38 The next step will be to complete a SWOT analysis (Strengths, Weaknesses,
39 Opportunities and Strengths). This will completed for each U of I campus.

40 The timeline for this will hopefully be the first week of April.

41 Human Capital strategy will look at the goals of the organization to discover
42 what resources are needed to meet these goals. The goals will dictate the
43 strategies that the programs and colleges will adopt to meet their individual
44 goals.

45 The president and chancellors will provide goals and directions for the next
46 three to five years for each campus. This will be added to the information that
47 the committee will review.

48 The university needs a common platform so that trainings can be university
49 wide instead of campus specific in order to insure continuity and streamlined
50 deployment. Also, the need for a common exit interview for different
51 employment groups throughout the university has been identified. These are
52 examples of the types of issues that the committee could review and make
53 recommendations about. The committee would encourage uniform strategies
54 and processes.

55 Compensation equity issues keep coming up in committee discussions. This
56 committee must focus on strategies and recommendations for these larger
57 types of issues. The solutions and direct answers to these types of questions
58 will come after this initial strategizing process.

59 Teresa asked if the committee is trying to gather information from existing
60 university committees that have worked on these types of issues. Mr. Stahl
61 noted that the committee work has been more focused at this point. Some
62 information is being gathered and will be noted in the report- but there is no
63 way for the committee to know what every committee is doing over all three
64 campuses.

65 Jerry asked when the conclusions would be shared with the three campuses.
66 Mr. Stahl said that it was his goal to come back in April with an update and
67 then it would take at least a few months to have these recommendations vetted
68 by different offices and possibly focus groups from each campus. He is
69 hoping for a very open and inclusive process. All of the reports, updates and
70 information from the committee can be accessed by UIS AP reps on the ARR
71 advisory committee. Jerry stated that he appreciated the open process and that
72 as the committee continues its work- more questions would come up. Mr.
73 Stahl noted that they were in the beginning stages at this point and he
74 welcomes input and ideas. Dick noted that an AP/CS survey from a few years
75 ago was available on our APAC website, and Jerry noted that there was an
76 external salary equity study that was also available for the ARR committees
77 review.

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5) Old Business

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a. Annual mtg feedback- overall the feedback seemed very positive. AP's
81 were thankful to meet with the chancellor and provost. Jeannie noted that
82 some people thought it ran a little long.

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b. Ferpa workshop will be held on April 10th with Brian Clevenger. Jeannie
84 asked if we should have Jiffy return to campus to complete the retirement
85 session before the end of the semester. It was decided that this should be
86 pushed off a bit farther and was not needed before the end of the spring
87 semester.

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6) New Business

- 91 a. University code of conduct- Jerry received a motion from UIUC CAP
92 group to reaffirm its support for the University Code of Conduct. Jerry
93 asked if APAC would like to have a role in this issue? It was decided
94 that the CAP document could be posted on the website as
95 informational for the campus rather than approving a resolution.
96 b. Keep recruiting good candidates for APAC elections. Elections will be
97 held in April.
98 c. APAC budget update- \$68 was spent for copying. \$382 for the
99 retirement planning luncheon. APAC annual meeting coffee service
100 \$133- \$723 left. Also, Jiffy was given a gift which cost about \$30.
101 d. The Ferpa event will be a brownbag. Jeannie asked if any professional
102 development money could be used for continuing education for the
103 whole campus. Jerry suggested that Barbara Cass should be brought in
104 to discuss the awards and the next APAC committee would have to
105 discuss this possibility. Barbara noted that there would be two rounds
106 of awards and that APAC should come up with some ideas about the
107 types of speakers or events that could be sponsored by APAC.
108 e. CAPE award- Barbara Cass
109 The deadline for nominations is the 15th of March. More email
110 reminders will be going out soon. If AP's know of anyone who is
111 deserving of the award- they should nominate them. The reception will
112 be held Wednesday April 11th in the PAC restaurant. The award
113 ceremony will occur at 4pm. It was suggested that the committee be
114 made up of previous winners. This would be a good idea if it was
115 feasible. There is a list on the APAC website of all the past winners of
116 the award.
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118 7) Committee Updates

- 119 a. Campus Senate – Dick Schuldt
120 There has been one Senate meeting since the last APAC meeting. At
121 the last senate meeting, the provost discussed performance based
122 funding. The provost is concerned that the formula is too simplistic
123 and could hurt UIS funding. There was a proposal passed to have a
124 minor and concentration in pre-med. Lynn Fischer, Jorge Diagas, and
125 Peter Boltuc are the new UI Senates conference reps. It was a very
126 positive meeting- looking forward rather than looking at the past. UIS
127 has been put back into the rotation of chairmanship for the senate's
128 conference. At the next meeting, the proposal for alternate senate rep
129 for apac will be brought up in Senate. The succession wording was left
130 in the resolution from a previous draft, and Dick will speak to this in
131 Senate if necessary. AP's can certainly attend, but it is not as crucial
132 for the first reading. It might be more important for AP's to attend the
133 meeting that includes the second reading of the resolution. There is
134 also the chance that the issue could be tabled if other new business
135 goes too long.

136 Check out the Senate minutes/ resolutions from the previous meetings
137 here: <http://www.uis.edu/campussenate/docs/prior.html>

138 b. The Compensation Review Committee (CRC) – Tammy Craig
139 Tammi sent out an email asking that committee members do some
140 research about grievance processes on other campuses. Barbara Cass
141 sent out some historical information to the committee and Jeri
142 Frederick is doing some legwork on this project.
143 Tammi also noted that she would be meeting with Wayne Stahl later
144 today and she could take any additional questions to this meeting. She
145 also has access to all of the documents that were disseminated to the
146 committee. Clay noted that he was concerned about the speed in which
147 Mr Stahl was trying to compile and gather information from all of the
148 campuses. Tammi agreed that the process is going very fast and that
149 specific issues are not able to be addressed because of the speed of the
150 process. She is hopeful that she can get more clarification and specifics
151 about the committee processes.

152 c. APAC Website – Clay Bellot
153 The CAP ethics resolution will be posted on the website as an
154 informational item. Also, there will be links to the Chicago and
155 Champaign AP websites on the “resource” page on the website.

156 d. CSAC – Toni Langdon
157 Toni is sick and was not able to attend the CSAC meeting or the
158 APAC meeting this week.

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160 8) Extra Comments:
161 Pension issues- there has been an extra veto session called, so it is
162 very possible that the pension bill, which has passed out of committee,
163 will be brought up for a vote. There is an assumption that if the bill
164 were to pass, it would be constitutionally challenged. If it was passed,
165 it would not be in effect until 2013.

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167 9) Adjournment
168 a. Motioned to adjourn by Clay Bellot.
169 b. Teresa Szabo seconded.
170 c. Meeting adjourned at 10:30 a.m.

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172 Next meeting –April 12, 2011, 9:00 a.m. Brookens 204D