ACADEMIC PROFESSIONAL ADVISORY COMMITTEE
Minutes
March 8, 2012
9:00 a.m. Brookens 204D

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

2) Approval of Agenda
   a. Motion to approve was made by John Snyder.
   b. The motion was seconded by Clay Bellot.
   c. Motion approved.

3) Approval of Minutes
   a. Motion to approve was made by Amanda Winters.
   b. The motion was seconded by Teresa Szabo.
   c. Motion approved.

4) Guest- Wayne Stahl- ARR Human Capital Strategy
   The first role of the Human Capital strategy committee was to define the idea
   of human capital. The next step was to define what was within the scope of
   the committee’s work and what was not included. They have defined the
   employee groups that would be covered by the Human Capital strategy; this
   includes AP’s, some Civil Service and faculty (in their supervisory roles- not
   their academic roles). Also, it is limited to people employed in the state of
   Illinois.
   There was a literature search completed and the compilation of reports from
   the three different campuses. The most recent were 2011 reports and the
   recent climate survey (results have not yet been made available to the
   committee). These reports will be summarized and compiled for the
   committee.
   The next step will be to complete a SWOT analysis (Strengths, Weaknesses,
   Opportunities and Strengths). This will completed for each U of I campus.
   The timeline for this will hopefully be the first week of April.
   Human Capital strategy will look at the goals of the organization to discover
   what resources are needed to meet these goals. The goals will dictate the
   strategies that the programs and colleges will adopt to meet their individual
   goals.
The president and chancellors will provide goals and directions for the next three to five years for each campus. This will be added to the information that the committee will review.

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

Compensation equity issues keep coming up in committee discussions. This committee must focus on strategies and recommendations for these larger types of issues. The solutions and direct answers to these types of questions will come after this initial strategizing process. Teresa asked if the committee is trying to gather information from existing university committees that have worked on these types of issues. Mr. Stahl noted that the committee work has been more focused at this point. Some information is being gathered and will be noted in the report- but there is no way for the committee to know what every committee is doing over all three campuses.

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

5) Old Business
a. Annual mtg feedback- overall the feedback seemed very positive. AP’s were thankful to meet with the chancellor and provost. Jeannie noted that some people thought it ran a little long.
b. FERPA workshop will be held on April 10th with Brian Clevenger. Jeannie asked if we should have Jiffy return to campus to complete the retirement session before the end of the semester. It was decided that this should be pushed off a bit farther and was not needed before the end of the spring semester.

6) New Business
a. University code of conduct- Jerry received a motion from UIUC CAP group to reaffirm its support for the University Code of Conduct. Jerry asked if APAC would like to have a role in this issue? It was decided that the CAP document could be posted on the website as informational for the campus rather than approving a resolution.

b. Keep recruiting good candidates for APAC elections. Elections will be held in April.

c. APAC budget update- $68 was spent for copying. $382 for the retirement planning luncheon. APAC annual meeting coffee service $133- $723 left. Also, Jiffy was given a gift which cost about $30.

d. The Ferpa event will be a brownbag. Jeannie asked if any professional development money could be used for continuing education for the whole campus. Jerry suggested that Barbara Cass should be brought in to discuss the awards and the next APAC committee would have to discuss this possibility. Barbara noted that there would be two rounds of awards and that APAC should come up with some ideas about the types of speakers or events that could be sponsored by APAC.

e. CAPE award- Barbara Cass

The deadline for nominations is the 15th of March. More email reminders will be going out soon. If AP’s know of anyone who is deserving of the award- they should nominate them. The reception will be held Wednesday April 11th in the PAC restaurant. The award ceremony will occur at 4pm. It was suggested that the committee be made up of previous winners. This would be a good idea if it was feasible. There is a list on the APAC website of all the past winners of the award.

7) Committee Updates

a. Campus Senate – Dick Schuldt

There has been one Senate meeting since the last APAC meeting. At the last senate meeting, the provost discussed performance based funding. The provost is concerned that the formula is too simplistic and could hurt UIS funding. There was a proposal passed to have a minor and concentration in pre-med. Lynn Fischer, Jorge Diagas, and Peter Boluc are the new UI Senates conference reps. It was a very positive meeting- looking forward rather than looking at the past. UIS has been put back into the rotation of chairmanship for the senate’s conference. At the next meeting, the proposal for alternate senate rep for apac will be brought up in Senate. The succession wording was left in the resolution from a previous draft, and Dick will speak to this in Senate if necessary. AP’s can certainly attend, but it is not as crucial for the first reading. It might be more important for AP’s to attend the meeting that includes the second reading of the resolution. There is also the chance that the issue could be tabled if other new business goes too long.
Check out the Senate minutes/resolutions from the previous meetings here: http://www.uis.edu/campussenate/docs/prior.html

b. The Compensation Review Committee (CRC) – Tammy Craig

Tammi sent out an email asking that committee members do some research about grievance processes on other campuses. Barbara Cass sent out some historical information to the committee and Jeri Frederick is doing some legwork on this project. Tammi also noted that she would be meeting with Wayne Stahl later today and she could take any additional questions to this meeting. She also has access to all of the documents that were disseminated to the committee. Clay noted that he was concerned about the speed in which Mr Stahl was trying to compile and gather information from all of the campuses. Tammi agreed that the process is going very fast and that specific issues are not able to be addressed because of the speed of the process. She is hopeful that she can get more clarification and specifics about the committee processes.

c. APAC Website – Clay Bellot

The CAP ethics resolution will be posted on the website as an informational item. Also, there will be links to the Chicago and Champaign AP websites on the “resource” page on the website.

d. CSAC – Toni Langdon

Toni is sick and was not able to attend the CSAC meeting or the APAC meeting this week.

8) Extra Comments:

Pension issues – there has been an extra veto session called, so it is very possible that the pension bill, which has passed out of committee, will be brought up for a vote. There is an assumption that if the bill were to pass, it would be constitutionally challenged. If it was passed, it would not be in effect until 2013.

9) Adjournment

a. Motioned to adjourn by Clay Bellot.
b. Teresa Szabo seconded.
c. Meeting adjourned at 10:30 a.m.

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