



Academic Professional Advisory Committee

January 9th, 2019 from 12:30PM to 2:00PM
Room 2550, UH
Agenda, Monthly Business Meeting

Agenda Item & Discussion	Items
<p>I. Attending:</p> <ul style="list-style-type: none">A. Representatives: <i>Tracy Sikorski, Julie Kong, Kathy Stauffer, Mary Berta, Jennifer Pietka, Kate Yoshida</i>B. On the Phone: <i>Marelet Kirda, Jacqueline Berger</i>C. Other Staff: <i>Michael Ginsburg, Amber Ghosh</i>D. Guests: <i>Jacob Adams, Joy Valentine</i>	
<p>II. Approval of November Minutes:</p> <ul style="list-style-type: none">A. November minutes to be approved at February Meeting	
<p>III. Introductions</p> <ul style="list-style-type: none">A. Jacob Adams, Native American Support RepresentativeB. Joy Valentine, Urban Health Early Outreach Director	
<p>IV. Campus Liaison Updates:</p> <ul style="list-style-type: none">A. HR Representative Updates<ul style="list-style-type: none">1. Staff Engagement Program<ul style="list-style-type: none">a. Barbara Wilson, Executive Vice President of U of I discussed issues on campus and keeping employees informed, at the last UPPAC meeting. This input lead to more staff engagement initiatives and making a list of events (at Urbana + Springfield campus too).2. Call for PD<ul style="list-style-type: none">a. <i>Dr. Ginsburg:</i> Let me know if you need any help.3. Ethics Training<ul style="list-style-type: none">a. Giving employees <u>one</u> more chance to complete.b. 57 full-time staff did not complete training on time; better than the 200 employees previously.c. Training will be open from Jan 14-Jan 25 and copying colleges on to emails, will monitor how this goes.d. Looking to make sure those employed with Student Employment are not penalized for late training completion given their necessity for the job. <i>Kathy:</i> What is the fine for non/late-completion? <i>Dr. Ginsburg:</i> No fine being enforced as of now. <i>Tracy:</i> There should be a comparable consequence for full-time employees not completing the training.e. Yearly Title 9 Training will commence in February.f. <i>Tracy:</i> How will we classify the John Marshall Law School merger employees?	

<p><i>Dr. Ginsburg:</i> Easy to distinguish AP + civil service. 100 are not faculty (with admin. appointments); roughly 75% civil service (IT, facilities, maintenance).</p> <p>g. Hoping to have a clean break with their contracts ending Aug 16.</p> <p>B. No Chancellors Representative Update</p>	
<p>V. Subcommittee Updates:</p> <p>A. Executive Committee</p> <p>1. BOT Summary</p> <p>a. Had a peaceful demonstration where the Chancellor welcomed many speakers from the Graduate Union.</p> <p>b. Men's Gymnastic program at UIC is closing as numbers are low and they have been told to provide their own funding.</p> <p>c. UIC is doing well in giving back to the state.</p> <p>B. Communications - APAC News</p> <p>a. No Update</p> <p>C. UPPAC</p> <p>a. Next meeting: February 5th, MAB 614.</p> <p>b. Looking at policy language in Employee Immersion Program and finding it useful + exciting to get out of the office and engage in the campus more. Finding a way to give events more structure. <i>Tracy</i> : Could focus on discovery, research, history about the university - enhance roles and enhance pride about the university and boost morale. <i>Kate</i> : Could also have aspects of music, fitness, cultural activities, etc.</p> <p>c. Supervisors can deny activity claim based on operational needs in the office at time of activity. Activity times per employee totaling 8 hours/year. <i>Kathy</i>: Should have a job role designated to organizing this and keeping track of employee hours.</p> <p>d. <i>Jacob Adams</i>: Perhaps finding a way to break the professional boundary during these activities? Showing that the university is encouraging you to. <i>Tracy</i>: Should also have an office to coordinate and facilitate completion of this program with a certificate? Registration process?</p> <p>D. Representation Committee</p> <p>a. <i>Jacqueline</i>: Recruitment for APs and seats at Senate will increase after John Marshall merger.</p> <p>E. Building Community/Education</p> <p>1. EXPO day</p> <p>a. Sending out surveys about EXPO day event (registration process ease, will they return again, etc) and sending thank you to all sponsors.</p>	<p>V. C. 1. b. If anyone has any ideas regarding the Employee Immersion Program, send them to Tracy.</p>

<ul style="list-style-type: none"> b. Too long in terms of the Exhibitor's opinion. c. 600 attended, 55 exhibitors - more for next year. <p>F. Professional Development</p> <ul style="list-style-type: none"> a. <i>Julie</i>: Testing out an event with SPH called "Research Uncorked" where junior faculty present research and networks. Trial run; will see how it goes and see if it is a type of event APAC could do and benefit from. b. Speed Networking Event March 4 11:30-1:00 (Liz Herrera, Associate Director of SPH Career Services will be facilitating); mini reception afterwards - a way for new APs to meet. c. PD Program: Last semester - 40 submissions, 10 awarded This semester - 6 submissions so far Due: January 18th, picking winners: January 23rd -Have made a standard operating procedure -Fall applicants who were not funded can reapply d. <i>Kate</i> : Treewalk (USA) event for East campus June 11th 12pm-1pm; June 13 rain date. 30 mins to be led by tree vendor, time for a walk and Q&A. Walk will begin adjacent to grove (South of SEO). <p>G. Bylaws</p> <ul style="list-style-type: none"> a. Kathy & Nester to review - adding a taskforce? <p>H. Grievances</p> <ul style="list-style-type: none"> a. No updates 	<p>V. C. 4. c. Amber confirm/add PD awardees to P-ACADEMY. + send list of names for recruitment.</p> <p>V. C. 4. d. Tracy & Julie go over a budget for PD events. Roughly \$300</p>
<p>II. Liaison & Partnership Updates:</p> <p>A. SUAA Liaison</p> <ul style="list-style-type: none"> 1. Lunch February 27th with Larry Curtis & Sarah Wetmore 	
<p>III. Special Topics</p> <p>A. Website</p> <ul style="list-style-type: none"> 1. Miranda (OSSR Undergraduate Assistant), to assist Amber in building website using \$3,000 of leftover funds (\$10/hr, 20 extra hours monthly) <p>B. T-shirts</p> <ul style="list-style-type: none"> 1. Variety of dry-fit styles (polo, long-sleeve) to be ordered in various styles (white/red/navy) <p>C. Budget meeting</p> <ul style="list-style-type: none"> 1. <i>Marelet</i>: Will there be an AP rep at the budget meetings with the Chancellor? - Tracy to follow up. 	<p>III. B. 1. Members send Tracy preferred t-shirt size.</p>
<p>IV. Next Meeting WEDNESDAY February 13th, 12:30-2:00, 307C AOB</p>	
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