



**Academic Professional
Advisory Committee**

Agenda, Monthly Business Meeting
March 14, 2018 from 12:30PM to 2:00PM
MBRB, Room 1152
Conference Number: WebEx

Agenda Item & Discussion	Action Items
<p>I. Attending:</p> <p>A. <u>Representatives:</u> Tracy Sikorski, Colleen Piersen, Mary Berta, Jacquie Berger, Bill Bike, Marelet Kirda, Nester Komolafe, Julie Kong, Onesima Martinez, Jennifer Pietka, Kathy Stauffer <i><u>On this phone:</u></i> Ahlam Al-Kodmany</p> <p>B. <u>Ex-Officio Members:</u> Michael Ginsburg</p>	
<p>II. Guests:</p> <p>A. Office of the Chancellor Representative, Teresa Soto-Plutz</p> <ol style="list-style-type: none"> 1. Teresa not present at meeting <p>B. Associate Vice Chancellor for Human Resources, Michael Ginsburg</p> <ol style="list-style-type: none"> 1. Professional Development Proposal <ol style="list-style-type: none"> a. Janet Parker is very supportive of the APAC proposal b. Likely it will be approved effective next year c. They are looking for APAC for firm up the details of the proposal → Tracy has addressed some of these concerns d. Janet and Michael to meet Thursday, March 15, and Janet will go to the Chancellor once she feels comfortable with the proposal e. Can APAC still get funding for fy18? 2. Leadership program (?) <ol style="list-style-type: none"> i. participants from all campuses and the system office ii. APs will be able to nominate others iii. There will be more information coming soon about this 3. Staff Mentoring Program <ol style="list-style-type: none"> a. Michael is the new lead b. He will schedule follow-up meetings and check-ins with others involved in preparation for next year <ol style="list-style-type: none"> i. Previously, the program was looking primarily for people to solicit colleagues to participate ii. Now, there is more interest in finding people to help manage the program 	<p>II.B.1.e. Tracy to follow up with Sarah to use remaining FY18 funding</p>
<p>III. Subcommittee Updates:</p> <p>A. Executive Committee</p> <ol style="list-style-type: none"> 1. APAC Elections 	

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<ul style="list-style-type: none"> a. Mary and Colleen are working on putting together documents for the upcoming election b. They will send out all paperwork at once c. Needs to be completed by April 26 d. APAC currently has up to 4 open seats e. Michael Moss will come to some meetings but does not wish to hold full member status f. APAC members are asked to complete their petitions in a timely manner if they wish to stay g. Should APAC recruit APs from senate to join? <ul style="list-style-type: none"> i. Some people only participate in the subcommittee meetings <p>B. UPPAC</p> <ul style="list-style-type: none"> 1. Meeting took place last month 2. Topics covered were staff mentorship program and the OIG Merit Board decision regarding APs. 3. The merit board has made a final decision: <ul style="list-style-type: none"> a. They decided that the process HR has in place works b. All campuses should use the same procedures, but the processes could be different <p>C. Representation Committee</p> <ul style="list-style-type: none"> 1. No updates <p>D. Communications - APAC News</p> <ul style="list-style-type: none"> 1. No updates <p>E. Building Community/Education</p> <ul style="list-style-type: none"> 1. Should APAC still partner on SAC event? <ul style="list-style-type: none"> a. They have an event at Urbana which they wanted to collaborate on <p>F. Professional Development</p> <ul style="list-style-type: none"> 1. Should APAC consider a second Tai Chi event on the East Campus? <ul style="list-style-type: none"> a. Building ideas: <ul style="list-style-type: none"> i. Physical Education Building – confusing layout and entrance ii. Student Center East iii. Student Rec Center b. Coordinate space with Tai Chi instructor c. Timing: <ul style="list-style-type: none"> i. June-July, depending on instructor’s availability 2. Integrative Physiological Lab <ul style="list-style-type: none"> a. 33 people registered, some are expected to drop out, expecting around 20 in total b. Event taking place next week 3. Mentoring program: <ul style="list-style-type: none"> a. What should APAC do? 	

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<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> i. APAC Professional Development subcommittee may not want to or have the capacity to take on the mentoring program responsibilities b. APAC prefers to take part in the initiative in an advisory role c. Once the APAC's Professional Development program starts, it will require a lot of focused effort 4. Can APAC spend leftover budget on contributing to the Professional Development proposal? <ul style="list-style-type: none"> a. A decision can be made in April, if APAC can spend their budget on this, otherwise a second Tai Chi class is the best option. G. CAPE <ul style="list-style-type: none"> 1. No update H. Bylaws <ul style="list-style-type: none"> 1. No update I. Grievance <ul style="list-style-type: none"> 1. No update 	
<p>IV. Liaison & Partnership Updates:</p> <ul style="list-style-type: none"> A. SUAA Liaison <ul style="list-style-type: none"> 1. Had a great event with lots of good information and attendance 2. Recording is uploaded to Youtube Channel 3. APAC spent about \$50 on giveaways. <ul style="list-style-type: none"> a. APAC is encouraged to spend its budget on speakers, rooms, etc, instead of giveaways. 	
<p>V. Special Topics:</p> <ul style="list-style-type: none"> A. List of APAC questions to Chancellor <ul style="list-style-type: none"> 1. Grants and Contracts Associate positions: <ul style="list-style-type: none"> a. APAC proposes a committee for these job descriptions. What does the APAC hope to accomplish by putting together this committee? b. Research specialist is not included in the discussion about the grants and contracts associate position. c. Larger issue: HR may not have the knowledge necessary to find the diversity in talent that is required for these positions d. These research administrator positions are not one-size-fits-all e. Positions wouldn't necessarily have to be AP or Civil Service, they can be a mix of both f. Is the committee responsible for putting together job descriptions and getting them approved? 	<p>V.A. Tracy to email Teresa and ask if the Chancellor is inviting anyone to attend April's meeting</p> <p>V.A. Tracy to share questions with APAC</p>

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<ul style="list-style-type: none"> g. In terms of minimal qualifications for these positions – UIC may not be recruiting the right kinds of individuals, given that there’s one job description available for a wide range of positions. h. This committee would like to have a seat at the table where new job description decisions are made. i. Specialty factors and job families may be added to these jobs. Some positions require completely different skillsets than others. j. Entry level positions can stay Civil Service, while higher levels can be AP positions. k. Is APAC providing a solutions matrix or only a problem matrix? <ul style="list-style-type: none"> i. Solutions should be included in the discussion. l. This could be an advisory committee that oversees these job categories. m. IT positions are a good example of the issue at hand: it’s best to address it now, before it becomes a major problem <ul style="list-style-type: none"> 2. Discuss professional development <ul style="list-style-type: none"> a. Thank the Chancellor for the funds b. Request that APAC budget to be spent on Professional Development proposal. 3. Have AP representation on the faculty Senate Executive Committee <p>B. APAC discussion topics for meeting with President Killeen</p> <p>C. Tracy was invited to the Senate Support Services Committee HR Subcommittee meeting on April 27</p>	
<p>VI. Next Meeting April 11, 11:00-12:30, UH 2750</p>	
<p>VII. Adjourn</p>	