



**Academic Professional
Advisory Committee**

**Agenda, Monthly Business Meeting
November 8th, 2017 from 12:30PM to 2:00PM
UH, Room 2650
Conference Number: 1-877-336-1829
Access Code: 2188568#**

Agenda Item & Discussion	Action Items
<p>I. Attending:</p> <p>A. <u>Representatives:</u> Bill Bike, Marelet Kirda, Julie Kong, Mary Berta, Jennifer Pietka, Tracy Sikorski, Michael Moss <u>On the Phone:</u> none</p> <p>B. <u>Guests:</u> Paul Hixon</p> <p>C. <u>Ex-Officio Members:</u> Teresa Soto-Plutz</p>	
<p>II. Approval of September and October Minutes:</p> <p>A. Minutes to be approved at next meeting</p>	
<p>III. Guests:</p> <p>A. Office of the Chancellor Representative, Teresa Soto-Plutz</p> <p>1. Senior Level Searches</p> <p>a. Vice Chancellor for Administrative Services</p> <p>i. Jacquie Berger is the APAC representative, and chaired by Janet Parker</p> <p>ii. Campus interviews to be held in January, with participation from APAC and SAC</p> <p>iii. Will involve a candidate forum and Q/A</p> <p>b. Vice Chancellor for Research</p> <p>i. Julie Kong is the APAC representative, chaired by Denise Nelson and Giles</p> <p>ii. Campus interviews to be held in March, with participation from APAC and SAC</p> <p>iii. Will involve a candidate forum and Q/A</p> <p>c. Vice Chancellor for Government and Public Affairs</p> <p>i. With recent passing of Michael Redding a decision has not been made about appointment of and Interim or launch of a national search at this time</p> <p>d. Other ongoing searches</p> <p>i. Dean, College of Pharmacy (2 finalists have been interviewed, waiting on final decision)</p> <p>ii. CEO of Hospital Administration. Search continues to replace Avijit Ghosh</p> <p>2. Events:</p> <p>a. Holiday Gathering with the Chancellor to be held the week of December 4th</p> <p>b. Meeting with the Chancellor scheduled for April APAC meeting</p> <p>c. President Killeen and Chairman Koritz will be meeting the Senate Executive Committee on November 15</p>	<p>2.a. Tracy to share list of APAC members with Teresa</p>

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<p>3. Board of Trustees Meeting, November 16th, Chicago</p> <p>a. Significant Items:</p> <ul style="list-style-type: none"> i. Honorary Degree Items – 3 degrees to be conferred in May 2018 ii. Name of UIC Forum as the Isadore and Sadie Dorin Forum, formal dedication to be in the Spring iii. New College of Engineering Building: Engineering Innovation Building ground breaking on 11/17 iv. P3, Lease Agreement Delegation to the Comptroller. Groundbreaking to take place in January 2018 <p>b. One vacancy on the board remains (Democrat seat)</p> <p>B. Associate Vice Chancellor for Human Resources, Michael Ginsburg</p> <p>1. Michael Ginsburg not present at meeting</p>	<p>B.1. APAC members to follow up with Michael Ginsburg on outstanding issues at next meeting</p>
<p>IV. Subcommittee Updates:</p> <p>A. Executive Committee</p> <p>1. Job Analysis</p> <ul style="list-style-type: none"> a. Comparison charts of jobs by colleges that have been converted across the three campuses b. The numbers seem consistent across campuses with the exception of the one year, with no big differences between UIUC, UIC and Springfield c. With the conversion finishing up at UIC, some numbers may change by next year, with more precise data <p>2. Grants and contracts positions</p> <ul style="list-style-type: none"> a. Research administration type positions need the most attention in this context b. HR would like to hold off on discussing these until after the OIG investigation about definitions has finished. <ul style="list-style-type: none"> i. This issue may be more time sensitive than to wait for the decision ii. Should APAC follow up and/or escalate this issue? If so, what would be the best approach? <ul style="list-style-type: none"> i. Consider drafting a comment for the Provost’s website and raising the issue. <ul style="list-style-type: none"> I. This is not anonymous 	<p>2.b.ii. Tracy to email Michael Ginsburg that APAC wishes to not only help define what research professionals are but also impact their hiring process</p>

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<p style="text-align: right;"> II. A response can be expected as the Provost responds to all comments III. This option should only be considered if this is the top priority for APAC as we can only raise one issue via this channel </p> <p>B. UPPAC</p> <ol style="list-style-type: none"> 1. Council of Councils <ol style="list-style-type: none"> a. Across Illinois state schools b. Input from other campuses: <ol style="list-style-type: none"> i. Used to be part of Big 10 group <ol style="list-style-type: none"> i. This could be too global, the state of Illinois may be a better approach ii. May not be robust enough ii. Many of the state schools will not have a PAC at all, or, if they do, it has very low numbers iii. Michael and Melissa were tasked to poll HR directors for the APAC groups, to find out how to make a committee across the schools 2. APAC member on Senate Executive Committee: <ol style="list-style-type: none"> a. UIUC has 7 senate seats, 1 non-voting member of the Senate Executive Committee <ol style="list-style-type: none"> i. Currently working on a proposal to increase the total number to 10 ii. Working on redistribution of their membership iii. all standing committees have an APAC member on them (they can be any eligible AP, not only APAC member) iv. the dean makes the decision of who is eligible for committees b. Springfield has 1 voting member and 1 non-voting member on the Executive Committee <ol style="list-style-type: none"> i. Chair of subcommittees have to be a faculty members 3. Flex Time <ol style="list-style-type: none"> a. No compensatory time for APs b. Plans to ask about what other departments do c. APs need some acknowledgement of the amount of work completed above the job description and outside of regular hours d. Some communication from the Chancellor may be advised that encourages employees and states that their work is valued 	

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<ul style="list-style-type: none"> e. The goal isn't developing a new policy, but finding ways for supervisors, deans and departments heads to address these cases and be responsive to the staff's work load 4. University of Administration Fellowship Program – Academic Professional Leadership Program <ul style="list-style-type: none"> a. Awardees receive time off to travel across campuses b. Jamie Painter will be running this program c. This program is set to start in the fall of 2018 5. Benefits and legislative topics <ul style="list-style-type: none"> a. Tier 2 and 3 will be in a hybrid program - no further details on this yet b. Everybody in tier 2 will be given an option to participate and switch over c. No changes to tier 1 6. New HR system to replace Nessie – System HR Services website Representation Committee C. Representation Committee <ul style="list-style-type: none"> 1. No updates D. Communications - APAC News <ul style="list-style-type: none"> 1. APAC News is out E. Building Community/Education <ul style="list-style-type: none"> 1. Preference for party over townhall – better turnout can be expected 2. Date should be later in the spring 3. Need to think of topics of interest for APs <ul style="list-style-type: none"> a. Building community b. Recruitment c. Networking/Speed Networking <ul style="list-style-type: none"> i. Without even numbers speed networking may not work ideally ii. Location that promotes mingling and engagement with others iii. Games that encourage conversations outside of the AP's own department/group F. Professional Development <ul style="list-style-type: none"> 1. Office 365 training <ul style="list-style-type: none"> a. 50 for the first part – number dropped to 22 for the second part b. Participant have difficulty committing to multi-part trainings 2. Idea for Tai Chi type of event <ul style="list-style-type: none"> a. Balance and activity is important with aging b. Focus could be on stress management G. CAPE <ul style="list-style-type: none"> 1. Employee recognition on Tuesday, November 7 	

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<p style="text-align: center;">a. Event attendance was low – can be attributed to the lack of an official mass email</p> <p>H. Bylaws</p> <p style="padding-left: 20px;">1. No update</p> <p>I. Grievance</p> <p style="padding-left: 20px;">1. No Update</p>	
<p>V. Liaison & Partnership Updates:</p> <p style="padding-left: 20px;">A. No updates</p>	
<p>VI. Special Topics:</p> <p style="padding-left: 20px;">A. Meeting with President Killeen set for May APAC meeting- attendance and agenda items</p> <p style="padding-left: 40px;">1. Purposes: UIUC and Springfield campuses meet with the president annually</p> <p style="padding-left: 40px;">2. UIUC had previously had a golf outing with him</p> <p style="padding-left: 40px;">3. APAC should prepare good questions for this occasion</p> <p style="padding-left: 20px;">B. HR subcommittee for Research Administration related positions</p>	
<p>VII. Budget Update</p>	
<p>VIII. Next Meeting December 13, 12:30-2:00, MBRB 1152</p>	
<p>IX. Adjourn</p>	