



## Academic Professional Advisory Committee

November 14th, 2018 from 12:30PM to  
2:00PM

Room 2550, UH

Agenda, Monthly Business Meeting

Agenda Item & Discussion	Items
<p><b>I. Attending:</b></p> <p><b>A. Representatives:</b> <i>Tracy Sikorski, Julie Kong, William Bike, Kathy Stauffer, Mary Berta, Colleen Piersen, Jennifer Pietka, Kate Yoshida</i></p> <p><b>B. On the Phone:</b> <i>Nester Komolafe, Ahlam Al-Kodmany</i></p> <p><b>C. Other Staff:</b> <i>Michael Ginsburg, Amber Ghosh</i></p> <p><b>D. Guest:</b> <i>Jacob Adams</i></p>	
<p><b>II. Approval of September &amp; October Minutes:</b></p> <p><b>A.</b> September Minutes approved</p> <p><b>B.</b> October Minutes approved</p> <p><b>III. Introductions</b></p> <p><b>A.</b> Jacob Adams, Native American Support Representative</p>	<p>Motion to approve both: Approved by Bill 2<sup>nd</sup> by Colleen</p>
<p><b>IV. Campus Liaison Updates:</b></p> <p><b>A.</b> HR Representative Updates</p> <p><b>1.</b> Employee Immersion Program</p> <p><b>a.</b> EIP has been designed and discussed at length with Barbara Wilson, Executive Vice President of U of I and President Killeen. Goal: to get more employees out of office and immerse into campus further.</p> <p><b>b.</b> Each campus can come up with 'experiences' for their employees in the program. These can range from: discovery, research, history, infrastructure, learning, team-building, etc. Input from UPPAC given already; more input from APAC wanted as well.</p> <p><i>Tracy:</i> It is encouraging that the President is pushing this forward but will employees have recourse and feel like they can participate in these activities? An engagement policy or some language of support would be important to include.</p> <p><i>Dr. Ginsburg:</i> We are still trying to explain this in written policy but will make sure that these activities do not interfere with important work activities too. Duration of activities could be 1-2 hours.</p> <p><i>Tracy:</i> This will be a good opportunity for all and should provide some flexibility too.</p> <p><i>Dr. Ginsburg:</i> Yes, employees will not have to use lunch time for activities either. Hopefully we will incorporate tours of significant campus buildings, etc</p>	

<p><i>Kate:</i> It would be interesting to learn about the hierarchy of the U of I system structure, operations, etc</p> <ol style="list-style-type: none"> <li>2. Employee Specialty Data <ol style="list-style-type: none"> <li>a. Will provide more information about employees. Hundreds of missing characters at the moment, ie. 'NA' so departments will update that code.</li> <li>b. Currently working on a report to compile the data. A second semester list will be more functional.  <i>Tracy:</i> Given this project + the John Marshall law school merger, will your office require more staff?  <i>Colleen:</i> In this context, how can we recruit better?  <i>Dr. Ginsburg:</i> Yes, we can use this employee specialty data to network more efficiently and understand the length + breadth of employee experiences and future potential employees</li> </ol> </li> <li>3. Academic Professional Leadership Program (APLP) <ol style="list-style-type: none"> <li>a. <i>Colleen:</i> Reviewed the program - Policy-driven, not just APs targeted, inclusion of goals of program needed, in addition to making sure unit operations are not affected by activities/tours.  Logistics/implementation still being reviewed.</li> </ol> </li> </ol> <p><b>B. No Chancellor's Representative Update</b></p>	
<p><b>V. Subcommittee Updates:</b></p> <ol style="list-style-type: none"> <li><b>A. Executive Committee</b> <ol style="list-style-type: none"> <li>1. UPPAC Meeting <ol style="list-style-type: none"> <li>a. Amy Hovious - New UPPAC chair</li> <li>b. APAC &amp; UPPAC in constant discussion about AP morale, recruitment + engagement on campus</li> <li>c. Future goals: draft and review university policies affecting APs on each campus and HR's role</li> <li>d. Working towards being more collaborative with UPPAC: draft statements and help advise</li> <li>e. 3 taskforces: job structures + processes, benchmarks, and bylaws</li> <li>f. Springfield is focusing on their 'Rising Stars Program'</li> </ol> </li> </ol> </li> <li><b>B. Communications - APAC News</b> <ol style="list-style-type: none"> <li>1. a. APAC News was recently published with over 10 stories. Ideas for more stories appreciated. Amber has been helping.</li> </ol> </li> <li><b>C. Building Community/Education</b> <ol style="list-style-type: none"> <li>1. Employee Expo <ol style="list-style-type: none"> <li>a. Action item -&gt; Mary</li> </ol> </li> <li>2. Professional Development <ol style="list-style-type: none"> <li>a. 23 people attended 'Yoga in the Office' on Nov 2. Healthy + wellness activities most generally liked.</li> <li>b. Have received a meditation session request.</li> </ol> </li> </ol> </li> </ol>	<p><b>Amber</b> - check if Jacob is subscribed to P-ACADEMY</p>

<p>c. Currently planning a Speed Networking event for next semester. An event that is casual and have refreshments.  <i>Tracy:</i> Doable so long as we keep the context of budget in mind and limit numbers, but food shouldn't be too expensive for this event.  <i>Jacob Adams:</i> Would like an event geared towards business writing and peer to supervisor engagement.  <i>Tracy:</i> Should also focus on co-sponsorship in events.</p> <p>d. Other - Continue to think about guest speaker sessions and other opportunities for members.</p> <p>2. PD Program</p> <p>a. 40 people have applied - individuals of different positions with compelling rationales and diverse functional areas within the university.</p> <p>b. Each of us rated applicants from high-medium-low then came to a consensus of who was selected</p> <p>c. Feedback indicated the application process was easy</p> <p>d. \$56,000 total costs within all funding applications, of which \$35,000-\$36,000 was requested from us. We have \$10,000 and will be using \$9,477 this semester</p> <p>e. Winners have been notified.</p> <p>f. SAC has not yet used funding for their PD program.  <i>Jennifer:</i> What kinds of costs were requested?  <i>Tracy:</i> Travel, books, conferences, retreats, tech, etc  <i>Julie:</i> Currently creating criteria for future program.  As of now, not advising those who were not funded.</p> <p>D. Bylaws</p> <p>1. Taskforce</p> <p>a. Bylaws were last updated in 2014. Nester &amp; Kathy to review and confirm if changes are needed or not.</p>	<p>V. C. 1. a. <b>Mary</b> - reach out to EXPO Day individuals who expressed interest in joining APAC</p>
<p>II. <b>Liaison &amp; Partnership Updates:</b></p> <p>SUAA Liaison</p> <p>1. Lee Bridges event was well attended.</p> <p>2. FRI Event with Dick Simpson to follow up to election (lunch time, Student Center East, 6th floor). Will be recorded.</p> <p>3. Holiday Luncheon in Greektown coming up, date TBD.</p>	
<p>III. <b>Adjourn</b></p>	