



## Academic Professional Advisory Committee

November 11<sup>th</sup>, 2015 from 12:30PM to 2:00PM  
UH, Room 2750  
Conference Number: 1-877-336-1831  
Access Code: 2881258

### Agenda, Monthly Business Meeting

Agenda Item & Discussion	Action Items
<p><b>I. Attending:</b></p> <p><b>A. Representatives:</b> Ahlam Al-Kodmany, Colleen Piersen, John Brach, Julie Kong, Marelet Kirda, Kimberly Mayfield, Margaret Moser, Mary Berta, Nester Komolafe, Kathy Stauffer, Tracy Sikorski</p> <p><b>B. Guests:</b> Jennifer Pietka</p> <p><b>C. Ex-Officio Members:</b> Michael Ginsburg, Caryn Bills</p>	
<p><b>II. Approval of October Minutes:</b></p> <p><b>A.</b> October minutes approved</p>	
<p><b>III. Campus Liaison Updates:</b></p> <p><b>A.</b> HR representative: Michael Ginsburg</p> <ol style="list-style-type: none"><li>1. HR has unveiled their new Welcome Center with a dedicated telephone line. It will be staffed by two new HR members.</li><li>2. The BOT passed the new background check policy in September. It applies to all new hires who are AP or Civil Service. It does not include GAs. The Urbana, UIC, and Springfield Senates all wrote to the President with concerns.<ol style="list-style-type: none"><li>a. There is a President-appointed group with faculty involvement chaired by VPAA Christophe Pierre that is meeting to refine the policy. They hope to present their recommendations to the BOT in January.</li><li>b. Implementation procedures are underway. There are two priorities: 1. Applicants understand and agree to background check and 2. they have an opportunity to rebut and correct any misinformation.</li><li>c. The requirement should not slow down hiring substantially. Offers have to be contingent upon a background check, which should be done asap in the application process. Under the current policy, it can be a criminal background check and possibly include a credit check.</li></ol></li><li>3. The College of Medicine and Public Health are now meeting with HR and will be finishing the JA process.</li><li>4. Positions that were converted incorrectly are being identified. Jeff Brownfield and HR agreed that Academic Advisors (AA) should not have been converted. AA cases will be reviewed, and new hires will be APs.</li><li>5. HR is working with the other campuses to see how they have handled Business Administrative Associates (BAA). BAA is a custom classification that covers staff with multiple skills so it</li></ol>	<p>A.5. Collect stories of JA problems and delays and send them to Lynn</p>

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<p><b>III. Campus Liaison Updates (cont'd)</b></p> <p>will take time to see which BAAs should be converted back.</p> <ul style="list-style-type: none"> <li>a. Only one bumping issue has been identified thus far; some employees have specialty factors so it helps prevents this bumping.</li> </ul> <p>6. There is a new employee sorting through the job description data. HR will consider a job description database through Banner.</p> <p>7. The SEIU union is voting on ratification of its contract.</p> <p><b>B. Chancellor's Representative:</b></p> <ul style="list-style-type: none"> <li>1. Strategic Priorities Committee just got staffed. They are reviewing and identifying content related to the four pillars. Reports are expected by mid-December.</li> <li>2. This Friday the Enrollment Management Strategic Committee will meet.</li> <li>3. UA is working with an outside consultant and holding Strategic Planning Town Halls. APAC will be invited to participate in a focus group.</li> <li>4. Regarding the Provost hire, the Chancellor is reviewing feedback and determining the next steps.</li> </ul>	
<p><b>IV. Subcommittee Updates:</b></p> <p><b>A. Executive Committee</b></p> <ul style="list-style-type: none"> <li>1. Margaret has not heard back from HR after she emailed the write-up about enabling employees to move internally to HR.</li> <li>2. There is a BOT meeting tomorrow. Ahlam will represent the Executive Committee.</li> <li>3. Invitation to Chancellor's reception on 12/07/15</li> <li>4. Jim Thompson MPA project <ul style="list-style-type: none"> <li>a. We could suggest this to Michael Ginsburg to help with the HR classification and job database</li> </ul> </li> </ul> <p><b>B. UPPAC</b></p> <ul style="list-style-type: none"> <li>1. 11/17/15 meeting topics <ul style="list-style-type: none"> <li>a. Maureen Parks will give an update on status of the relationship with SUCCS.</li> <li>b. There will be a discussion about the idea of a shared repository/database of job descriptions across campuses.</li> <li>c. There will be a discussion about brain drain from UI.</li> <li>d. UIUC CAP meets annually with the President. UIC APAC does not. Should we look into it?</li> </ul> </li> <li>2. Mike Bohlmann on campus-level communication <ul style="list-style-type: none"> <li>a. Does APAC want to send feedback to them? Yes.</li> </ul> </li> </ul> <p><b>C. Representation Committee</b></p> <ul style="list-style-type: none"> <li>1. APAC petition on State budget impact on employee group insurance <ul style="list-style-type: none"> <li>a. APAC does not have the resources to fully run a</li> </ul> </li> </ul>	<p>B.2. Colleen will circulate an email with the feedback and importance of APAC</p> <p>C.1. Colleen will try to put the petition on the UPPAC agenda</p>

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<p><b>IV. Subcommittee Updates (cont'd)</b></p> <p>petition right now; Change.org currently has a petition through Illinois Connection.</p> <p><b>b.</b> If someone could draft the language, Margaret would distribute it. Could Katie Ross do it on behalf of the UI?</p> <p><b>D.</b> Communications - APAC News</p> <p><b>1.</b> Bill just put out a new APAC Newsletter for November</p> <p><b>E.</b> Building Community/Education</p> <p><b>1.</b> Nothing to report</p> <p><b>F.</b> Professional Development</p> <p><b>1.</b> Planning a time management workshop for February. Does anyone know any good speakers for a three-speaker panel? Suggestion: Laurie Schellenberger</p> <p><b>G.</b> CAPE</p> <p><b>1.</b> Six awardees received their awards yesterday.</p> <p><b>H.</b> Bylaws</p> <p><b>1.</b> Nothing to report</p> <p><b>I.</b> Grievance</p> <p><b>1.</b> Nothing to report</p>	
<p><b>V. Liaison &amp; Partnership Updates:</b></p> <p><b>A.</b> SUAA Liaison</p> <p><b>1.</b> Report on 10/01/15 Fall Forum</p>	
<p><b>VI. Special Topics:</b></p> <p><b>A.</b> Feedback on work with Kim Morris Lee</p> <p><b>1.</b> Colleen wrote back to Kim Morris Lee thanking her and reiterating APAC's support for revamped Professional Development.</p> <p><b>2.</b> Other campuses do get money for an AP Development Fund. They receive around 75K at UIUC for professional development and around 30k at UI Springfield.</p> <p><b>3.</b> LLEAP is still available but it is department-funded.</p> <p><b>4.</b> SIU survey collected feedback on professional development.</p> <p><b>B.</b> Questions for Vice Chancellor for Academic Affairs</p> <p><b>1.</b> Great experience for all who participated. Now the selection is in the Chancellor's hands.</p> <p><b>C.</b> Feedback on Resource Strategy Team</p> <p><b>1.</b> There is a very quick timeline and everyone is wondering what is happening with HR. They were going to try to do focus groups, but there is insufficient time.</p> <p><b>2.</b> The team is trying to identify 5-10 things that can be easily eliminated to help save money.</p>	<p>A.2. Colleen will circulate UIUC AP Development Fund information</p>
<p><b>VII. Budget Update</b></p> <p><b>A.</b> Allocated Budget: no update</p> <p><b>B.</b> Available Balance: no update</p>	
<p><b>VIII. Next Meeting December 9<sup>th</sup>, 12:30-2:00, 4175 CMRB</b></p>	

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IX. Adjourn	