



**Academic Professional  
Advisory Committee**

June 10, 2015 from 12:30 PM - 2:00 PM  
 CMRB, Room 4175  
 Conference Number: 1-888-251-2909  
 Access Code: 3450450

**Agenda, Monthly Business Meeting**

Agenda Item & Discussion	Action Items
<p><b>I. Attending:</b>  <b>A.</b> Ahlam Al-Kodmany, Colleen Piersen, Jacqueline Berger, Julie Kong, Marelet Kirda, Margaret Moser, Michael Moss, Nester Komolafe, Kathy Stauffer; <i>Guests: Jennifer Pietka</i></p>	
<p><b>II. Approval of May Minutes:</b>  <b>A. Motioned by Colleen</b>  <b>B. Seconded by Ahlam</b>  <b>C. Approved.</b></p>	
<p><b>III. Subcommittee Updates:</b></p> <p><b>A. Exec Committee</b></p> <ol style="list-style-type: none"> <li>1. Website was updated</li> <li>2. Will add job analysis to a visible spot on the home page of the website</li> </ol> <p><b>B. APAC News</b></p> <ol style="list-style-type: none"> <li>1. Bill is absent</li> </ol> <p><b>C. Building Community/Education</b></p> <ol style="list-style-type: none"> <li>1. Need budget information</li> <li>2. Is there a way to get APAC more exposure for the Budget town hall?             <ol style="list-style-type: none"> <li>a. It was not recorded</li> </ol> </li> </ol> <p><b>D. Professional Development</b></p> <ol style="list-style-type: none"> <li>1. Update on 5/14/15 Communication Event             <ol style="list-style-type: none"> <li>a. 61 registered, ~30 attended</li> <li>b. People have stated that they are looking forward to what APAC will be offering in the Fall</li> </ol> </li> <li>2. The subcommittee has recommendations on events but it will depend on the budget</li> <li>3. Welcome to UIC program</li> <li>4. Put on by HR once a year for people who have been at the university at least 6 months</li> <li>5. June 16<sup>th</sup> of 2015</li> <li>6. APAC is going to have a table at the event</li> </ol> <p><b>E. UPPAC</b></p> <ol style="list-style-type: none"> <li>1. <b>Review separate statements</b> <ol style="list-style-type: none"> <li>a. For the town hall evaluation: feedback for presenters is included, 4 pages of text will be sent to Ron. Add June 24<sup>th</sup>, 2015 to the email and send</li> <li>b. Last UPPAC meeting everyone agreed we would make a statement about the audit and conversion</li> </ol> </li> </ol>	<p>1. Marelet will add June 24<sup>th</sup>, 2015 to the email and send it. She will talk to Karen at the Chancellor's office and let them know APAC is</p>

<p><b>III. Subcommittee Updates (continued):</b></p> <p>process. It was written; UIS and UIUC gave some edits and they were incorporated. Now it is just an APAC document, other campuses did not want to sign on but wanted to endorse the Council of Illinois University statement of concern</p> <ul style="list-style-type: none"> <li>c. It seems both the final job descriptions as well as the conversions have temporarily been put on hold at UIC</li> <li>d. Chancellor is working on appeals process at individual and at unit level</li> <li>e. Will send both the survey and statement to the Chancellor's office as a preview once they are ready. Tie them together and explain that we are meeting with UPPAC next month, inquire if the Chancellor's office is moving on as described by HR or if there are changes in the works. Give a preview of the survey and show what we want to highlight. Explain that the recommendations will be available at the upcoming meeting and then try to arrange a meeting for a week in July.</li> </ul> <p><b>2. Agenda items for 07/28/15 UPPAC Meeting at UIUC</b></p> <ul style="list-style-type: none"> <li>a. Both new and old board members can attend</li> <li>b. Marelet, Ahlam, Colleen, Mary, and Michael will be going</li> <li>c. Kathy J. and Colleen are putting the agenda together</li> <li>d. Budget cuts need to be discussed at this meeting. It is assumed to be mostly administrative cuts</li> <li>e. Think that HR will be moved to a centralized service model soon</li> </ul> <p><b>3. Representative at 07/23/15 BOT meeting at UIC</b></p> <ul style="list-style-type: none"> <li>a. Kathy will be the representative</li> </ul>	<p>sending the chancellors office time sensitive documents</p> <p>2. Colleen will email Marelet information about how the statement got to its current state</p>
<p><b>IV. Liaison &amp; Partnership Updates:</b></p> <ul style="list-style-type: none"> <li><b>A. SUAA Liaison</b></li> <li><b>B. SURS Board</b></li> <li><b>C. SAC Forum</b> <ul style="list-style-type: none"> <li>1. Only 30 individuals attended in the afternoon</li> <li>2. No one from APAC went</li> </ul> </li> <li><b>D. Job Analysis Process</b> <ul style="list-style-type: none"> <li>1. Survey <ul style="list-style-type: none"> <li>a. Overview of results <ul style="list-style-type: none"> <li>i. The statistics were as expected, the comments are still being sorted through. Many strongly worded comments in favor of civil service and many that noted the impact conversions have had on units, morale and professional development</li> <li>ii. Showed that people did not have knowledge of the appeals process</li> </ul> </li> </ul> </li> </ul> </li> </ul>	

<p><b>IV. Liaison &amp; Partnership Updates (continued):</b></p> <ul style="list-style-type: none"> <li>iii. Makes the reader figure out the conversion rate, the language needs to change</li> <li><b>b.</b> Develop action items and policy recommendations <ul style="list-style-type: none"> <li>i. Needs emphasis that the survey is a snapshot in time</li> <li>ii. Must not advance one side. Need to give: some impact statements, recommendations of policy changes and action items. An example: For the appeals process, an appeals committee which is composed of 3 faculty, 3 CS, and 3 APs</li> <li>iii. Can put the comments in as long as they have been redacted</li> <li>iv. With the survey we want to: lay a foundation for appeals, and show that the process has undergone several methodologies and yielded very inconsistent results.</li> </ul> </li> </ul> <p><b>2. Status of process as FY ends</b></p> <ul style="list-style-type: none"> <li>a. Let everyone who participated see the results</li> <li>b. Job titles were collected and classified into general, research etc. Show how these titles go into the classifications: Title, Were they converted, What were they converted to.</li> <li>c. More conclusions are not possible with SRO, need to talk to Anne and see if she can give us more. An addendum can be added with extra documents, and a cover letter with opinions</li> </ul>	<p>4. Ahlam will put out a doodle for the survey committee meeting to meet to develop action items and policy recommendations</p>
<p><b>V. Budget Update</b></p> <ul style="list-style-type: none"> <li><b>A. Allocated Budget</b> <ul style="list-style-type: none"> <li>1. Over budget because of the town hall meeting</li> <li>2. All expenses need to be posted <ul style="list-style-type: none"> <li>a. Is there a charge for Massmail?</li> </ul> </li> </ul> </li> <li><b>B. Available Balance</b></li> </ul>	<p>5. Please post expenses and incurred costs.</p>
<p><b>VI. Next Meeting July 8<sup>th</sup>, 12:30-2:00, 2750 UH</b></p>	
<p><b>VII. Adjourn</b></p>	