



The Academic Professional Advisory Committee

Agenda, Monthly Business Meeting

December 11th, 2013 from 12:30 PM to 2:00 PM

Room 3175 COMRB; 909 S. Wolcott Ave.

Conference Line: 1-877-402-9753 Access Code: 5893537#

- I. **Introductions and members in attendance:** *Michael Moss, Donn Kamm, John Brach, Julie Kong, Marelet Kirda, Jennifer Rowan, Jacquie Berger, Ahlam Al-Kodmany, Mary Berta, Nester Komolafe, Margaret Moser, Bill Bike. Agnes Kawalec, (on phone) Ben Ramirez and Virginia Buglio arrived later.*
Guests: Elizabeth Cruz & Karen Nash
- II. **Approval of November Minutes** Donn moved as amended, Mary 2nd, Approved.
- III. **Where are Provost meeting minutes at?** Mary has inquired but Provost still looking them over.
- IV. **Who will APAC put up for Chancellor' search committee if they inquire?** Donn is interested in serving. Will we engage the campus in a campus-wide election.
- V. **Roundtable Discussions**

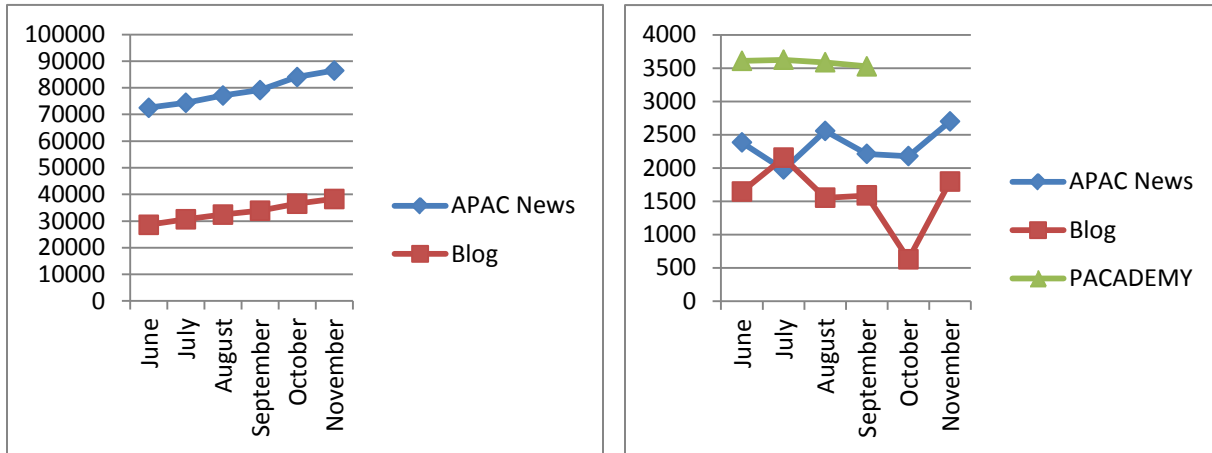
- VI. **Old Business**
 - a. COLLABORATE update
 - i. Two COLLABORATE members who will lead the next meeting: Jacquelyn Jancius and Philip Vasquez
 - ii. Ideas for the upcoming meetings.(see attached template) These will help guide the discussion and how this impacts each group and how we should move forward together. "Cultivating and Fostering Service Among Faculty and Staff" is the overall theme.
 - b. November APAC News Complete
 - i. No December News, will pick up in January
 - c. Donn/Uma/Virginia : Update on Professional Development Series Part I
 - i. Had 33 people for part one. Second part will be January 16 in COMRB 8175. Got lots of positive feedback every seat was taken. Vanessa Peoples is leading the session.
 - ii. Would like to order pizza for next event. Agnes will take care of processing the request.
 - d. Margaret: Letter Finished and send out to listserv. Approval granted to send it out to Theresa at the Chancellors office. Thanks to Margaret for putting the letter together.

- VII. **New Business**
 - a. Upcoming BCES Event:
 - i. "Retirement Benefit Changes: Why Employees Who Aren't Retiring Should Care"
 - ii. Presenters: Brenda Russell
 - iii. Wednesday, January 29, 2014
 - iv. Date: January 29, 2014 Wednesday
Time: 10.45 am to 11.45 am
Location: Molecular Biology Research Building (MBRB), 900 S. Ashland Ave, Herman Auditorium or 5175 COMRB, 909 S. Wolcott, depending on format and

attendance. Will start advertising and open registration two weeks before the event.

1. Jacquie will ask someone from SURS (one of the lobbyists) to come speak as well. Might want to rename - (Should I stay or should I go?) Should more clearly be marketed to mid-career professionals. What are the legislative changes? Should I stay? Also what is the legislative process going ahead with the bill?
 2. Can we extend the session to 1:00pm? We currently have the room from 10-11:45am. Agnes will hold a room at Student Center West from 11:30-1pm.
 3. Additional thoughts: Do we want Avijit Ghosh to come? Let's revise this event posting and post this back to the group to recap. SURS said they will send up a lobbyist but we may need to be flexible on the date. \$314 to rent a room.
- v. Registration and advertisement opens early January.
- b. Donn/Uma/Virginia : Professional Development Series Part II
- i. January 16
 - ii. COMRB 8175

VIII. Monthly Statistic



IX. Budget Update (See attached spreadsheet for detail)

- a. \$3100 allotted for FY2014 (7/1/13-6/30/14)
- b. Available Balance: **\$1937.76**

X. Events in the New Year

- a. January 16 PD event Part II
- b. Spring APAC Retreat
- c. Possible event Spring "What does it mean to be an AP?"
 - i. Ahlam outlined the new plan going to the BOT about how to decrease the administrative burden on the researchers by seeking legislative relief from the audit. It offers APAC a foot in the door for this discussion. This is coming from the research perspective as an action item to BOT in March. Want the board to

then request justification from the campus to continue the audit process for research arms and look into any legislative options we might have.

- ii. APAC question: Has the potential bias of SUCCS conducting the audit been brought up? Ahlam: Yes, but it is something that we would like to escalate. Question: Perhaps we bring this up at the Chancellors on person meeting in January? Decision: To postpone this at this time and focus only on letter.
- iii. Next UPPAC meeting in February. Do we want to have this conversation at the UPPAC meeting?
- d. Pension legislation: will be challenged legally and then there will be corrected legislation in the spring to update and fix the legislation that was just past.

XI. Next Meeting January 8th, 12:30 – 2:00, UH

- a. Tentative agenda items:
 - i. Bylaws
 - ii. Questions for Chancellor's Representatives or for HR
 - 1. Confirm to see if Chancellor is coming.
 - 2. Follow up on listserv with topics or that meeting.

XII. Adjourn 1:38

XIII. One last thing: Ask Jim Limber to broadcast the SURS meeting.



The Academic Professional Advisory Committee
 APAC News Story, Professional Development, and Event Ideas
 Updated for December 11th, 2013 Meeting

PROFESSIONAL DEVELOPMENT	
Idea	Logistics
Cultivating Talent	Vanessa Peoples
Professional Development Resources Fair	
Peer Learning	Mary Malcolm & Laurie Schellenberger
Share a Professional Development Tip	Newsletter (Tip Corner)

EVENTS	
Topic	Speaker and Format
Pension Update	Aug/Sept update (speaker TBD)
Job Analysis & Conversions Update	Completed September 26
OVCR/DS/OBFS/HR panel	Invite reps for a panel discussion from all 4 areas to discuss topics/issues on our minds as well as orient participants to the respective offices
Next Chancellor's Committee Luncheon	Completed October 9th

APAC NEWS	
Topic and Contact	Questions for Contact
Collaborate Lunch	
UPPAC Meeting with President Easter	
Updates on Campus Initiatives (ARR, HCS, Etc.)	
UIH Voluntary Separation Program	

REPRESENTATION	
Topic and Contact	
Conversion for AP New Hires in CS Positions	HR Policy Council?



The Academic Professional Advisory Committee
Interests & Concerns
 Updated for December 11th, 2013 Meeting

AP PERSONAL INTERESTS & CONCERNS	
Personal Interests & Concerns	Priority
SURS/Pensions	Moderate
Delayed Insurance Payments	high
Seniority for Converted Employees	High
Conversions	High
Compensation (Define compensation) do we want an AP pay range	Low
Equity (Salary Equity Across job families)	High
Fringe Benefits	moderate
Professional Development	moderate
Employee Perks & Discounts	Low
Flex Time	Low
Job Security	Low
Morale tied to other issues as we address other issues	Moderate
Grievance Process (already in the human capital report)	low

AP PROFESSIONAL INTERESTS & CONCERNS	
Create a Chancellor's Committees List Serv	High
Professional Interests & Concerns	Priority
Job Analysis- Concerns about New Process	High
Conversions	High
Civil Service Hiring Delays	Moderate
Civil Service Termination Concerns	High
Limitations Inherent to Civil Service System	High
Civil Service Concerns Related to Soft Funds	High
Dated Position Descriptions on CS	Low
Dated Testing Materials	Low
State Budget	Moderate
AP Retention	Ongoing Task
Morale	Ongoing Task
Maintain Conduit for AP Concerns to UA	Ongoing Task
AP Peer Networks	Ongoing Task/high
Propose Changes to Senate	Ongoing Task
Policy Council, CVC, Dean's Counsel, AP, CS, Faculty	Ongoing Task

CAMPUS-WIDE INTERESTS & CONCERNS	
Campus-Wide Interests & Concerns	Priority
Pensions	
Diversity	
Equity	



The Academic Professional Advisory Committee

APAC Meeting Event Calendar

Updated for December 11th, 2013 Meeting

	1 ST WEEK	2 ND WEEK	3 RD WEEK	4 TH WEEK	5 TH WEEK
APRIL		APAC MEETING NEW MEMBERS BEGIN		SENATE MEETING APAC RESUME WKSP	
MAY		APAC MEETING		PROFESSIONAL DEVELOPMENT OPPORTUNITIES 5/21/13	MEMORIAL DAY
JUNE Must Spend All \$\$\$		APAC MEETING EXEC ELECTIONS BUDGET OUTLOOK 6/13/13	SUMMER 1 ENDS		FY13 BUDGET ENDS
JULY	JULY 4TH	APAC MEETING			
AUGUST		APAC MEETING SUMMER 2 ENDS			FALL BEGINS
SEPTEMBER	LABOR DAY PD NETWORKING	APAC MEETING		JOB ANALYSIS	
OCTOBER		APAC MEETING PROVOST LUNCH			
NOVEMBER		APAC MEETING		THANKSGIVING	
DECEMBER	PD SESSION	APAC MEETING FALL FINALS FALL ENDS		HOLIDAY BREAK	HOLIDAY BREAK