



*APAC Agenda
February, 2013 12:30-2:00 PM*

*Location: 4175 COMRB
Conference Line: 1-877-336-1829*

Introductions

meeting to order at 12:36 Michael called.

Special Guests:

Robert Crouch

Jack McEnery, Director of HR Shared Services

Ron Puskarits, Director of Compensation

HR Overview:

Currently beta testing new methodology in Arts in Architectures and ACCC . At the end of this process we will revise the system. We will be creating new job families and job descriptions to be used all across campus, it's likely that all ACCC will be converted to CS.

Medical center, athletics, HR vice chancellor for student affairs oar chancellors dentistry, public affairs and provost office and continuing studies are already converted.

Once we are done, we can go back and look at the ones we already determined under the old methodology. It won't change who was already converted only provide a structure for them to utilize moving forward.

APAC Question:

For those individual units who have been converted, and have seen inconsistencies and want to file a grievance who do they take that up with?

HR Response:

Ron Puskaritz in Robert Crouch's office. Under the old methodology we looked at one on one interviews. With the new methodology, due to created job families, only managers will make conversion recommendations. Our first point will be to talk to managers , then if needed we'll dig down to the individuals. This is a flexible living structure and it is moldable to each unit and department. This is a thorough process and we spent weeks getting in to the detail to make the right call on who will be converted.

APAC Rebuttal:

We are concerned about being corralled in to large groups (Associate Director of HR functional title, and then lumped into large category-such as HR associate) Some positions in CS have a vanity title but this introduces problems for employee title verification.

Concern: Titles

There are reports of hiring managers being told titles are being overused, even when it is being used in another department .Some are concerned that titles are being changed for example the Assistant to the

Head, is trying to change classification to be Director of ____ in order stay safe and not be converted to CS. We all want to be involved in the process and want it to work fairly.

This is a large scale process but each one is a human decision and if you are one of the one who is unlucky to be an inconstancy, who do we contact?

HR Response:

We take the job duties into account and not based on titles alone. We are happy to work with you.

Concern: Degree Requirements:

HR Address:

Some jobs, custom jobs, like IT tech, have degree requirements added. There is a way to add a degree requirement to a CS job description if it is directly applicable to the job. HR can work with CS to make those additions to the job description, it is in CS best interest to keep the job description broad.

APAC rebuttal:

We confer degrees at the university so we are different from the rest of the public service system. We are in a unique situation. Many of our positions require advanced degrees.

APAC question:

Are other universities undergoing this same process?

HR Response:

We are under the microscope because our audit findings were so extreme. We are under a mandatory conversion. HR has to get it right so that when we are audited again, we have a proper system in place so that we are no longer under the microscope. Urbana got the audit results and were 60% misclassified, but they were given an extended period to convert.

APAC question:

What are the AP jobs, can they be defined?

HR Response:

We would rather they are not defined otherwise people would gravitate towards the AP system.

APAC Question:

Within the CS system when people are not performing their job functions we need to begin the process to discipline the non-performing employee. However for the manager coordinating federal grants (extramural funding), you have to deliver a follow up at 9 months and you are jeopardizing the funding if you have to wait to go through the CS disciplinary process you are risking losing funding for the research, teaching, even the infrastructure of the university. Practically speaking, we can't hire a CS and they are paid 100% from soft funds. We are being told that data collections are CS positions, however we cannot replace them if needed. In essence, we are spending federal money on an internal disciplinary process. Managers should have been involved in the demonstration project.

HR Response:

We want to disallow soft funding employees to be able to transfer to another job. Also, I believe only one research position is classified as CS. The Research Counsel has overlooked and approved this process.

APAC question:

Is there a timeline for the conversion of the other departments?

HR Response:

We are working on a timeline for when we go into a department. However, it is very sticky to say how long it will take to get out.

New Business**State of Pension Reform Legislation**

Blog is getting lots of traffic. New Session of legislature will have to pick up the issue again. Some new bills have been introduced and we will keep a watchful eye on their progress.

Exemption Authority Amendment

Exemption Authority was upheld.

UPPAC Meeting Update**Avijit Ghosh Town Hall Event**

Postpone for now

Next Month's Topic:

To itemize and prioritize APAC's concerns.

COMMITTEE REPORTS:**Building Community & Education Subcommittee (Agnes Kowalec)**

1/17/2012 Resume Workshop Part Two from 1.30 to 3 pm at 1020 Moss Auditorium COMRB 909 S. Wolcott Ave. Presentation by Laurie Schellenberger followed up by resume swapping and discussion.

Out of 35 registered 25 attended.

Due to multiple requests, Resume Workshop Part I on the East Campus is scheduled on March 7th from 12:00 to 1.30 pm. It will be capped at 30 (due to space constraints), if demand exists an encore presentation will take place on April 4th or 25th depending on room availability.

Communications Committee (Bill Bike)

APAC News January edition came out with an article on delayed insurance payments. We are working on the February issue.

Representation Committee (Marelet Kirda)

No committee report

CAPE (Bill)

No committee report

Bylaws Committee Report (Colleen)

The Bylaws Committee met with Jacqueline Berger on 01/22/13 to review APAC's current and archived Bylaws and Standing Rules. The Committee discussed recommendations/updates that can be presented at a future APAC meeting.

Trustees Meeting Representative (Colleen)

I still need to prepare that report for UPPAC

Approval of Minutes from Previous Meeting – January 9th, 2012**Senate Minutes (January, 31, 2013) attached****Next Meeting**

March 13th, 2013; 12:30 – 2:00PM; 2750 UH