



**Academic Professional
Advisory Committee**

January 10th, 2017 from 12:30 PM to 2:00 PM
Room UH 2750
Conference Number: 1-877-336-1829
Access Code: 3397417#

Agenda Items and Discussion	Action Items
<p>I. Attending:</p> <p>A. Representatives: <i>Jaqueline Berger, Mary Berta, Bill Bike, John Brach, Marelet Kirda, Nester Komolafe, Julie Kong, Kimberly Mayfield, Tracy Sikorski, Kathleen Stauffer, Colleen Pierson, and Tiffany Raber (GA)</i> On the Phone: <i>Jennifer Pietka</i></p> <p>B. Guests: <i>Paul Hixon, Patrick Devanney</i></p> <p>C. Ex-Officio Members: <i>Michael Ginsburg, Teresa Soto-Plutz</i></p>	
<p>II. Guests:</p> <p>A. Vice Chancellor for Human Resources, Michael Ginsburg</p> <ol style="list-style-type: none"> 1. Job Analysis <ol style="list-style-type: none"> a. Process paused due to transfer of focus to Fair Labor Standards Act b. Committee did meet on 12/13/16 to develop a timeline <ol style="list-style-type: none"> i. Currently, College of Medicine and School of Public Health are in the final stages of their reviews ii. Remainder will take place in Jan/Feb 2017. 2. Pay Raise for University of Illinois faculty and staff <ol style="list-style-type: none"> a. A 2% merit-based, mid-year salary program will be applied at home unit discretion effective 02/16/17. b. This will apply to all eligible employees including faculty, APs, and open range CS <ol style="list-style-type: none"> i. The raise is self-funded, and all units will be expected to provide an equitable distribution of salary funds among all employee groups. <p>B. Officer of the Chancellor Representative, Teresa Soto-Plutz</p> <ol style="list-style-type: none"> 1. Preparation for budget town hall 02/09/17 in Student Center West, Thompson Rooms A and B <ol style="list-style-type: none"> a. Questions to be addressed <ol style="list-style-type: none"> i. The Chancellor told us at a previous BAT conference that UIC was financially solvent through Spring Semester 2017. Taking into account the stopgap budget received, what is the new timeline for solvency? ii. Flow of students from UI to other schools/states iii. What is the real impact, university-wide, of the budget crisis, and how do we improve upon and move past this? b. Questions collected from Qualtrics survey <ol style="list-style-type: none"> i. Massmail will go out to campus on 01/11/17 and multiple times before the event ii. Tiffany will keep track of the Qualtrics analysis and send Mary and Tracy screenshots of the received questions iii. The questions will be sorted and sent to Teresa before 01/31/17 <ol style="list-style-type: none"> i. Teresa will make the speakers aware of these questions to better prepare their presentations 	<p>II.B.1.b. Tiffany, Mary, Tracy, and Teresa to coordinate relaying of submitted audience questions</p>
<p>III. Approval of 12/13/16 Minutes</p> <p>A. Will hold final approval until 02/15/17 meeting</p>	

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<p>IV. Subcommittee Updates:</p> <p>A. Executive Committee</p> <ol style="list-style-type: none"> 1. Thank you email to President Killeen for gift days and mid-year salary program 2. Brag sheet <ol style="list-style-type: none"> a. Brag sheet for Town Hall will be redesigned by 01/13/17 and sent to APAC listserv for approval b. Brag sheet, sign-in checklist, and agendas will be printed and supplied to attendees <p>B. UPPAC</p> <ol style="list-style-type: none"> 1. Collect agenda items for 02/06/17 meeting <ol style="list-style-type: none"> a. IT and Grants & Contracts Associate classifications b. Disparities across campuses (AP versus CS) <p>C. Representation Committee</p> <ol style="list-style-type: none"> 1. Banner order <ol style="list-style-type: none"> a. Tiffany and Kathy have been in contact with Gerard Catrambone about the banner purchase b. Specifications still needed for the banner dimensions c. Tablecloth possibilities <ol style="list-style-type: none"> i. Special template needed for tablecloth. When Tiffany receives that she will move forward with that order. <p>D. Communications</p> <ol style="list-style-type: none"> 1. APAC News released in December with positive feedback on content <p>E. Building Community/Education</p> <ol style="list-style-type: none"> 1. Town Hall Planning update <ol style="list-style-type: none"> a. Online streaming is still in process of being arranged. Mary will stay in contact with Student Center West IT b. An agenda will be printed out and given to speakers <ol style="list-style-type: none"> i. Will have approximately one hour for presentation and one hour for questions ii. Microphones <ol style="list-style-type: none"> i. Four microphones (one at podium and three for speakers) ii. Two microphones will be facilitated by Mary Berta and Nester Komolafe for follow-up questions <p>F. Professional Development Proposal</p> <ol style="list-style-type: none"> 1. Update from Michael Ginsburg 2. Social media event is being planned for West Campus in February <ol style="list-style-type: none"> a. There is a tentative room reservation in place <p>G. CAPE</p> <ol style="list-style-type: none"> 1. No report <p>H. Bylaws</p> <ol style="list-style-type: none"> 1. No report <p>I. Grievance</p> <ol style="list-style-type: none"> 1. Grievance was filed for one of the faculty members that was involved in the phishing paycheck scam <ol style="list-style-type: none"> a. Unfortunately, her case was presented only to the Provost and no resolutions 	<p>IV.A.2. Colleen and Tiffany to redesign brag sheet layout to be consistent with new APAC network graphic</p> <p>IV.C.1.a. Kathy will email Gerard to specify sizes, and Tiffany will directly communicate with him to complete banner and tablecloth order</p>
<p>V. Liaison & Partnership Updates:</p> <p>A. SUAA Liaison</p> <p>B. Senate Representatives</p>	

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VI. Special Topics: A. Update from UIC United Faculty	
VII. Budget Update	
VIII. Next Meeting Wednesday, February 15th 12:30-2PM in 270 PHARM	
IX. Adjourn	