

**APAC MEETING MINUTES**  
**JULY 11<sup>TH</sup>, 2009**  
**2550 UH, 12:30 PM**

**In Attendance:** William Bike, Jill Davis, Rob Moranetz, Marietta Giovannelli, Kimberly Clark, Judith Cohen, Charmaine Daniels, Michael Moss, Jennifer Czak, Jacqueline Berger, Elizabeth Budzik (Guest: HR, CCSW).

**Agenda Item 1: Approval of Minutes**

- The meeting was called to order by Kim Clark at 12:45.
- Kimberly moved that May minutes be approved. Rob, William & Jacqueline seconded. Motion passed.

**Agenda Item 2: Introduction of Guests**

- Introductions: Charmaine Daniels, new APAC member

**Agenda Item 3: Report from the Chancellor's Office**

- Due to an oversight, Donna was not invited to the July 11<sup>th</sup> meeting.

**Agenda Item 4: Financial Report**

- All FY09 money was spent (pens, banner)

**Agenda Item 5: Standing and Ad-Hoc Committees**

- Communication
  - William reported on the New Employee brochures and the Newsletters.
- CAPE
  - Nominations due in August
- Building Community
  - Planning meeting was on July 9<sup>th</sup>
  - An events calendar was established for the year
  - The subcommittee will try to meet monthly for planning sessions
- Survey
  - Jacqueline reported that an e-mail was sent to the Chancellor that solicited her support. We are still waiting for her reply.
- Election
  - No Update

- By-Laws
  - Michael Crehan is currently compiling all of the edits and versions of the by-laws. He invites any changes to be made now while they are still under review.

#### **Agenda Item 6: Additional Reports:**

- AP Senators
  - Jacqueline and William reported no Summer Senate Meetings
- UPPAC
  - Marietta reported no Summer UPPAC Meetings
- HR
  - Elizabeth reported Roseanda Police Hall to replace Joyce Winn. There is also a new NOA for all employees that includes 4 furlough days.
- AP-HR Task Force
  - Jennifer Czak reported no updates.
- Trustee Meeting
  - Jill to confirm who is going
- Search Committee
  - Jennifer Czak reported 4 candidates for OVCR position. There will be a breakfast for campus to meet candidates. No selection yet.
- AP Mentoring Program
  - Jennifer Czak reported that the program will be housed in the Office of Access & Equity. The program is under development and will be piloted this fall. Angela Praza is leading the effort. Charmaine inquired if the process will be formalized and Jennifer Czak confirmed that it would be.

#### **Agenda Item 7: Old Business**

- Jill reported that there was no ice cream social event in FY09 – the money was used for promotional items (pens & banner).

#### **Agenda Item 8: New Business**

- Jill nominated Rob for the UIC website focus group. Rob is willing and excited. Charmaine voiced that our website should not be like Urbana's website. Rob agreed – the firm was focusing on the Harvard website. Rob agreed to take the position.

- Charmaine volunteered to serve as an alternate for UPPAC.
- Committee discussed an e-mail encouraging APs to be involved in APAC committees.
- Jacqueline recommended that we add / update the meeting dates on the APAC website.
- Jennifer Czak recommended that we update the minutes on the website. Jill will formalize the minutes.
- Jill recommended that we coordinate and organize the retreat via e-mail.
- Jill motioned that the meeting be adjourned. William and Jacqueline seconded. The motion passed and the meeting was adjourned at 1:35.