

APAC Meeting Minutes
October 8, 2009
4250 MBRB, 12:30 pm

Attendees: Jacqueline Berger, William Bike, Holly Burt, Virginia Buglio, Kimberly Clark, Judith Cohen, Michael Crehan, Jennifer Czak, Charmaine Daniels, Jill Davis, Marietta Giovanelli, Julie Harris (ex-officio), Sophia Magill, Margaret Moser, Michael Moss, Jennifer Rowan.

Guests: Arletta Harris (Pharm), Kris Zimmerman (CRWG), Ross Dickow (HR), Cathy Foley-DiVittorio (Educ), Mona Hurt (ECE), Diane Ruiz (OB Gyn), Elizabeth Budzik (HR).

Meeting called to order by Kimberly Clark , APAC Vice Chair at 12:35 pm.

1) Approval of the minutes from previous meetings

- The July minutes were approved as amended. (J. Rowan moved, M. Crehan seconded)
- The August minutes were approved. (J. Rowan moved, M. Crehan seconded)
- The September minutes were approved. (J. Davis moved, B. Bike seconded)

2) Introduction of guests – Guests listed above introduced themselves.

3) Report from the Chancellor's Office – There was no report.

4) HR Updates - Russ Dickow, HR discussed Positive Time Reporting. Time must be reported each week. He stated that vacation time can be reported in advance. There will not be reports generated out of this nor is it meant to be retaliatory. Please see attached handout describing the process. Questions can be emailed to rdickow@uic.edu.

Julie Harris, HR stated that Anniese Lemond will be preparing an FAQ addressing issues arising from the SUCSS audit. Russ Dickow said that software is being purchased to help write job descriptions. The software will also help determine if the job should be AP or civil service based on a series of close ended questions. Notification will be sent to departments when audits are scheduled. Communications to AP's will come. Deans have been notified. APAC will request that Anniese Lemond speak at one of our next events. J. Berger stated that communication has been lacking. S. Magill suggested that having at least one factual email from HR will help quell rumors. It is hoped that this will lead to a rational compensation model and create job hierarchies.

Julie Harris announced that the LLEAP program is still active. Please contact Kim Morris-Lee in HR with questions.

An ad hoc committee was formed to examine tuition waivers for AP's and children of AP's. S. Magill and C. Daniels will serve on this committee. Results will be posted on the AP Resource Clearinghouse website.

5) Financial Report – There was no financial report.

6) Standing and Ad-Hoc Committee Reports

- a. Communication – Bill Bike reminded the committee that he is publishing a monthly newsletter for APAC. Anyone who would like to contribute, including HR, please send information to Bill Bike.
- b. Chancellor's Academic Professional Excellence (CAPE) Award – (emailed report) Four nominees have been submitted to the Chancellor for approval.
- c. Building Community/Education –not discussed due to time limitations

- d. Survey – see attached written report.
- e. Election - not discussed due to time limitations
- f. By-Laws - not discussed due to time limitations

7) Additional Reports – None discussed

- a. AP Senators / AP Senate Members – see attached report.
- b. UPPAC Representatives – UPPAC chair will be UIUC next year.
- c. HR Representative – see above
- d. AP-HR Task Force Representative - not discussed due to time limitations
- e. Trustees Meeting - not discussed due to time limitations
- f. Search Committee – APAC has been asked to submit one name to UPPAC to be forwarded to the U of I Presidential Search Committee. UPPAC lobbied to have one AP from each campus serve on the committee but the request was denied. Three names will be submitted, one from each campus and one will ultimately be selected by the search committee.

The committee discussed the need to develop a process to select search committee members. Names must be submitted to UPPAC no later than October 20, 2009. A lengthy discussion ensued regarding the process and the following was decided:

1. Send an email to Pacademy listserv requesting nomination packets from interested AP's. These packets will include a bio, 200 words on why they are qualified to serve, previous search committee experience and a statement indicating they had permission from their supervisor to serve should they be elected. These packets will be due no later than 2:00 pm on Tuesday, October 13 and will be emailed to Jennifer Czak.
 2. On Wednesday, October 14, APAC will meet to select the top 5 candidates by secret ballot. (Please note that we were able to set up an online election thereby eliminating the need to meet in person. Voting by APAC members ended at noon on Wednesday, October 14.)
 3. Once the top 5 candidates are selected, their packets will be forwarded to R. Moranetz for posting on the APAC website. Along with this information will be a link to the online voting site open to all UIC AP's.
 4. On Thursday, October 15 an email will be sent to Pacademy listserv listing the candidates and directing people to the APAC website where they can read candidates bios and find the link to the online election. Voting will end at 2:00 pm on Monday, October 19.
 5. All emails will be sent to the APAC listserv first to get the input of all members before posting to Pacademy.
 6. J. Czak will send out all communications regarding this election.
- g. AP Mentoring Program – not discussed due to time limitations
 - h. UIC Website Steering Committee - not discussed due to time limitations

8) Old Business – A brief overview of the APAC retreat was given. M. Moser will be providing minutes from the retreat.

9) New Business – no new business was discussed.

10) Next Meeting:

November 12th, 2009, 2750 UH, 12:30 p.m. Minutes: Bill Bike

Motion to adjourn, so moved, and seconded. Meeting adjourned at 2:31 pm.

Minutes respectfully submitted by Jacqueline Berger.

Survey Update (written report provided by Michael Moss)

Good News:

I sent the following people to about 1,800 people today, and about 150 have already completed the online survey with feedback and suggestions for survey topics:

Dear _____,

The Academic Professional Advisory Committee (APAC) is working in partnership with the Chancellor and the Vice Chancellors on a campus-wide survey of all Academic Professional staff that will be launched this Spring. In preparation for this survey, we are reaching out to a select group of Academic Professionals and asking for help. We have selected you to be a part of this process, and we are requesting your feedback on what topics our survey should address - what current issues are of interest or concern to Academic Professional staff? If you would like to give us your ideas, please do so online at the following link:

<https://illinois.edu/fb/sec/485058>

The feedback website will close on October 16th, so please participate soon. This information is being collected anonymously online - the survey website will not collect any information that can be used to identify you. The information you provide will only be used by APAC, SRL, collaborators and sponsors to support survey development, and it will not be published or broadly distributed. For more information, please contact Michael Moss, APAC Survey Coordinator, at mmoss2@uillinois.edu.

Bad News:

I mistakenly included faculty with dual appointments since some of their pay is coded as Academic Professional – Deans/Directors/Department Heads, for example. I've been sending the following to the faculty who have contacted me asking why they got the e-mail (about 30 so far):

Thank you for contacting me. I apologize for the confusion. Our process did not account for faculty with dual appointments - we mistakenly included faculty who also hold Dean/Director/Department Head type positions. I wanted to follow up to explain. Again, I apologize again for the confusion.

Most of the faculty have replied to this e-mail with “Thanks for the clarification. Good luck with your project”.

Update on Survey Feedback Forum:

- In order to get more feedback from the campus, we sent an e-mail to over 1,800 APs.
- Here are some of the top issues & concerns I am seeing (I've somewhat tried to rank them with the most common responses at the top):
 - Frustration Resulting from Increasing Workload / No Salary Increases / Hiring Freeze
 - Concerns related to Job Security & University Budget
 - Concerns on Audit & Conversion of AP Positions
 - Interest in Expanded Professional Development Opportunities / Promotions / Career Path
 - Concerns Related to Furlough Days
 - Concerns Related to SURS Funding
 - Concerns Related to Inequity Between Faculty / APs / Civil Service

Senate Meeting (written report provided by Bill Bike)

Senate meeting, Sept. 24, 2009

Dr. Donald Chambers was named Senate parliamentarian.

Dr. Eliot Kaufmann was named SURS Members Advisory Committee representative.

Chancellor Paula Allen-Meares, via audioconference:

Enrollment is up at UIC. There are more than 26,000 students, 16,000 of them undergrads.

Governor Quinn asked UIC to host a Town Hall meeting on the Monetary Assistance Program (MAP) for students.

There are seven new trustees.

The National Science Foundation (NSF) did a site visit concerning a women in science and engineering grant.

We got NIH and other grants via the federal stimulus to the tune of \$34 million.

She sent a letter to the NIH to come to UIC and discuss their vision and how universities can help.

Heather Haberacker and Larry Danziger reported on faculty salaries, noting that the NIH noted UIC did not have competent salary reporting policies, and that was impacting on grants.

R. Michael Tanner, provost:

Admissions report. He was asked by President White to review admissions policies to make us responsive to the Mikva Commission. We turned in our report Sept. 23. The Mikva commission commended our College of Medicine for its admissions process. UIC was not flagged at all in the Mikva Report.

How do we deal with third party inquiries about applicants? We don't respond. If someone receives a call about an applicant, if they keep calling, you should inform the provost's office. The real attention was on Urbana, but we improved our policies nonetheless.

The Global Campus, as a separate entity, will not go forward. We're looking at a "blended" mode now—from pure in-class teaching to pure online, we're blending the two, and studies show that works.

H1N1 has proven to be not as virulent as first thought.

The MAP grant; the stimulus packager requires that the state mandate a certain level of support for education, yet the MAP awards were cut by half in Illinois. That's under review. But some students could have money for fall, but none for spring.

UIC's state budget was flat, and that's favorable. There was a 2.5% tuition raise, but no salary increase. The state was slow in providing the money for FY09. Cash flow for the state is not good. Sales and income tax collections are down 10%.

Merrill Gassman, UIC United President, the UIC Chapter of the State Universities Annuitants Association; and Richard Johnson, UIC United:

Gassman: We are concerned with protection of pension and healthcare benefits for active employees, retired employees, and survivors.

SUAA and UIC United are employees' advocates for protecting their pensions.

The Governor tried to institute a two-tiered pension system in the spring, but it was defeated.

SUAA has a superb lobbyist.

There will be a membership meeting Oct. 8, with State Senator Kwame Raoul is the chair of the Committee on Pensions and Investments in the State Senate.

There will be a special event on Nov. 10, "Culture of Corruption in Illinois—Can it be Fixed?" Andy Shaw from the Better Government Association will be one of the panelists.

SUAA has fall and spring meetings and a December holiday luncheon. They have a newsletter and a listserv and a website. Dues are \$30 per year.

Johnson: We are an advocate organization advocating for past, present, and future faculty and staff.

We have a strong state constitutional protection for our pensions. We work to protect current employees' benefits, but it is important to protect the benefits of future faculty and staff as well.

The Governor appointed a pensions system task force, chaired by Rep. Kevin McCarthy (D-Orland Park) and Don McNeil, chair of the Illinois Student Assistance Commission. They're talking about cutting money. Many people think the pension system is a way to help solve the state financial crisis. The task force's report is due Nov. 1.

We have an SUAA action committee—a political action committee (PAC).

We want more members; we can only be effective if we have more members. UIC ranks third in the state in SUAA members; UIC used to be second, but Northern Illinois University surpassed us.

We work with other organizations, such as the Higher Ed Coalition.

Don Chambers, Nominating Committee Report, Budget Report

Phil Patston, Executive Committee Report:

Admissions scandal was a UIUC problem. Our College of Medicine set the gold standard for admissions and passed with flying colors.

The media did not do a good job of differentiating the different U of I campuses. We kept quiet on purpose so we wouldn't get dragged in to the scandal. We did write a letter to the Board of Trustees requesting faculty representation from all three campuses in the selection of the interim president.

We're still trying to get the Advanced Chemical Technologies Building funded.

John Huntington, Educational Policy Committee report: All proposed class changes passed, except a computer course because of unclear language describing it.

David Bardack, Illinois Board of Higher Education (IBHE) Faculty Advisory Council: The FAC is a group of 36 faculty from 12 public universities, 12 private universities, and 12 community colleges. Let Dave know at dbardack@uic.edu about issues you want brought before the IHBE or FAC.

New business: Motion to support Urbana Senate's courageous action to replace the president was deferred until next meeting.

One Senator said she wanted more communication from the Executive Committee ahead of time.