

1 ACADEMIC PROFESSIONAL ADVISORY COMMITTEE

2 Minutes

3 June 12, 2008

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5 Members present: Jerry Burkhart, Barb Cass, Bryan Leonard (late), Lori Giordano, Tyler Tanaka,  
6 Tammy Craig, Dick Schuldt, Becky Grosboll and Kathy Roegge. Missing Clay Bellot

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8 Also attending were Deb Koua, Patty Sims, Michelle Gillen (CSAC), Ed Wojicki, Rose Schweikhart,  
9 Wendy Johnson and Lynn Ottersohn.

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11 The meeting was called to order at 9:05am.

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13 Lori moved to approve the Agenda, Tyler seconded. Motion carried.

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15 Tyler moved to approve the minutes, Lori seconded. Motion carried.

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17 Old Business:

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19 AEO Search update – Tyler Tanaka – Four good candidates and the process went fine. Interviews  
20 happened within 2-3 weeks and someone was hired. The name should be announced soon.

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22 Grievance Process – What are the next steps? – We have heard from three speakers concerning the  
23 grievance process; Marcellus Leonard, Barbara Ferrea and Vera Mainz. We also discussed  
24 having the legal counselor talk about the issue but decided to hold off. Jerry now wants to  
25 have a discussion about what's to be done next. Discussion centered on who should be  
26 involved in the creating the policy and how much APs or APAC should be involved in process.  
27 Who would have the authority to make the needed changes? Should we rewrite the present  
28 policy giving it more authority? The group decided not to copy the UIUC model but to  
29 strengthen the current policy giving APAC some oversight. Marcellus Leonard should be  
30 involved in the initial discussion as well as APAC members Jerry, Dick, Deb, Tammy and  
31 Barbara. They will meet to create a framework; timeline, etc then come back to APAC with  
32 their plan. Ed suggested the group create a list of critical issues to consider before they start.  
33 He also cautioned about inserting an advisory group into an administrative role. Kathy moved  
34 that the Grievance Process subcommittee be created to form the plan, seconded by Barb,  
35 motion carried. Tammy suggested that a webform be created to get feedback from APs about a  
36 grievance policy. Jerry will ask Clay to do so. Tammy also asked about an exit survey for  
37 APs. Jerry suggested putting something on the website that people could fill out then submit  
38 anonymously.

39  
40 UPPAC – Next video conference will be the end of July. The group will be deciding on what  
41 issues will be presented in the fall to the President via a document explaining about APs and  
42 making suggestion about hiring and retaining the best candidates. Our campus needs to  
43 generate a paragraph from UIS point of view. Jerry asked that APAC consider what they  
44 would like to include in that paragraph. Two or three members will then meet to write the  
45 paragraph. Members should send him their thoughts or ideas.

46  
47 An e-mail was sent from CIC asking about how other campus deal with two issues; AP  
48 representation on campus committees and what credit they receive for doing so, such as a  
49 formal recognition for that service.

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51 New Business  
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53 APAC Elections – Jerry reported that at the moment he has two people who expressed interest but  
54 has not yet received their petition, 1 for at large and the other for Lori's District. If he does not  
55 receive their petition today there will be no contested positions. Lori and Dick have agreed to  
56 run again. Natalie Taylor and Shawn Shures have turned in their petitions for the at large  
57 position.  
58

59 The committee agreed to allow more than one day for the voting.  
60

61 Committee Appointments – A notice will be sent out in Aug. about the openings we have. But  
62 there is a need for an AP rep now for the Friends of the Sangamon Auditorium committee.  
63 This body acts as an advisory board to the director, meeting every two months to discuss the  
64 program, serves on committees dealing with marketing, programming, etc. It is a two year  
65 term, a name is needed now, so if we have recommendations please send to him. Mary Ellen  
66 McElligot will once again compile a list of openings and terms.  
67

68 Committee Updates  
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70 CRC – Dick Schuldt – no meeting in June. They will be meeting on July 3<sup>rd</sup>. He also discussed a  
71 requested change to the recommendation about the performance evaluation, the change has  
72 been made and the document is ready to be sent to the Chancellor, Provost and HR. A draft of  
73 a survey about the evaluation has been created and sent to the Chancellor's Cabinet.  
74

75 Professional Development – Barbara Cass, Deb Koua – They have been talking to Beth Gorsage  
76 about conducting a leadership conference to be held on campus. They are waiting for more  
77 detail about topics and issues to be covered but suggest that it be as broad as possible to cover  
78 all areas. This conference will be opened to the whole campus and held in either October or  
79 November.  
80

81 Deb asked about the annual fund, if we would be getting the full amount. Provost Berman has  
82 assured that the amount would be the same. Barb and she would like to do something similar  
83 to the Franklin Covey seminar that was held last year. Fifteen hundred was budgeted but only  
84 \$750 was expended. There was a lot of positive response to the program. Jerry proposed that  
85 \$2,000 be set aside for the program.  
86

87 Campus Senate – no report  
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89 APPAC Website – no report  
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91 CSAC – Need two AP reps – one for the staff auction and to serve on the committee for the  
92 scholarship. Andy Egizi will chair the committee. Michelle encouraged people to advertise  
93 the program.  
94

95 Jerry talked about the Bursar's hours, it was suggested to invite Mike Bohl to come and discuss  
96 their hours.  
97

98 Tammy asked about the \$250 from the provost for operating expenses. Patty suggested that she  
99 contact

100

101 Public Comments

102 Patty discussed the reporting process for the total time worked that will need to be filled out each  
103 week. The report will be made on a web-based form to be ready sometime in July.

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106 Barb moved and Lori seconded to adjourn. Motion carried. Adjournment 10:55am

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109 Next meeting –July 10, 9:00 a.m. Brookens 204D