UPPAC Meeting Minutes
April 2, 2007
Face-to-Face Meeting with the President

Attending:

UIUC: Rick Atterberry, James Endress, Vera Mainz
UIC: Jacqueline Berger, Holly Burt, Kari Dueball, Marietta Giovannelli
UIS: Jerry Burkhart, Andy Egizi
UA: Rita Hunt, Marilyn Marshall, Stacey Wilson

1. The meeting was called to order by Jim Endress at 9:42 a.m. Members introduced themselves.

2. The minutes of the January 8, 2007 meeting were accepted.

3. Old Business
   a. Vera Mainz will arrange for Trustee Schmidt to meet with the group. Mainz will also contact Michele Thompson to inform her that a UPPAC representative will attend the Board of Trustee meetings as an observer. Each campus APAC or CAP chair will contact Michele to set up attendance. The purpose is to establish a rapport with the Board, educate them about APs and what APs do, and be available as a resource.
   b. The issue of the Status of Non-Reappointment Rights for employees with FTE less than 100% but greater than 50% dates back to September of 2001. It remains on the President’s desk until the timing is correct to explore the issue. Units have been asked to advise employees considering a change in FTE back from 100% time that their non-reappointment rights will be affected.
   c. Committee on Institutional Cooperation Association of Professional Staff Councils (CIC APSC) Update
      The chair has rotated from the University of Illinois to Ohio State University. Ohio State will chair until the face-to-face meeting in the fall at the Big Ten Conference Center in Chicago. The chair then rotates to the next school.

      It was noted at the last CIC teleconference that at Purdue University once a salary moves above $38,000, the premiums for health insurance nearly double. At the University of Illinois it is a five-tiered, salary-based system through CMS, dictated by the state, and has a large pool consisting of all state employees. Rita Hunt will gather and distribute the information to the group.

      Also at the CIC teleconference the Global Campus was discussed and all are interested to see how it develops. Ohio State had considered increasing online course offerings but it was ultimately decided not to aggressively pursue them. Purdue stated that all state of Indiana campuses offer free online courses for staff. Due to demand there are not enough courses offered and the schools contract to fill in the gaps.

      Upcoming CIC meeting dates:
      June 25, 2007 teleconference
      October 14-15, 2007 face to face in Chicago

   d. Last July a statute change was passed clarifying that University Administration staff are governed by the HR employment policies of the respective campus on which they reside.
e. **Ethics Training**

The rate of compliance is not as high as last year. Two issues have arisen: some staff finished the training too quickly and were asked to repeat the process while some staff refused to complete the training at all. Some employees have now filed lawsuits. The list is down from 100 in January to 10 currently, none of which are from the UIS campus. HR is now entering into the disciplinary steps. All classifications of employees are involved, thus, making it very complex. The different corrective actions could lead up to and include termination. Some groups of employees were on leave, ill, on vacation, or were extra help employees who worked minimally throughout the year and were not able to be located to complete the training. The ethics officers are working with Deans, etc. to work towards resolution. The UIUC CAP would like the rules to be clearer in the future. The office of the Inspector General informed the President’s Office to enforce the disciplinary actions. The University was surprised and not aware that there could be a “didn’t take enough time” issue.

f. An update to the Board of Trustees is underway regarding the Pension Protection Act and Roth 403b pension plans. This is a way to offer non-spouse beneficiary rollover, including a same sex partner. According to the current policy only a spouse could receive the benefit such as a SURS lump sum distribution or a 403b payout that could be received as a non-taxed benefit and rolled into another comparable program. This act makes it possible for children, siblings, grandparents, or same sex partners to use this benefit.

g. An all day retirement seminar was given to a Cooperative Extension Group. Rita Hunt presented to roughly 100 people and there was a positive response with good evaluations received. The HR office struggles with funding these seminars so rely on the vendors typically to provide funding.

4. Questions and Answers with the President

President White started out the question and answer session by asking who UPPAC is and what they do. Vera Mainz gave a brief history. The President asked what we need him to know. Vera replied we need to know what we can do, and what information we can provide, to make things easier for administration of the University. The President requested three or four headlines from each campus.

UIUC – APs are doing more with less and many don’t have time to devote to CAP and have had to resign.

UIS – The same issues. Budget concerns seem to have lessened. Interest is high in the Global Campus.

UIC – A lot of the same issues as well. The three campuses are different but also the same in a lot of ways.

The President’s response:

These are very common issues as everyone is doing more with less. Strategic Plans have been created across the campuses over the last two years and high aspirations have been set. They are organized over five critical points. The first three points are campus related, the fourth includes positioning the Medical Center at UIC, and the fifth is the creation of the Global Campus.

**Global Campus**

The three goals of the Global Campus are 1) mission, 2) mastery of higher education online, 3) money (create a revenue stream). The plan is to bring high quality, affordable education to the masses. Only 30% of the population will graduate from college today and many Americans are being left behind. The University is not where it needs to be. The hope is to create increased opportunities for people who will participate. There is risk involved but there can be no
innovation without risk. There is still work to be done with the faculty role in the Global Campus. Programs will initially come from existing programs and there are four or five programs expected in the upcoming year. There will not be international courses right away but hopefully at some point those will be offered. There are currently high schools offering online courses so students should be able to come here and expect the same. There are huge opportunities created with offering certificate programs as well.

How will the Global Campus be funded and how will it affect budget issues? Chancellors were informed that they should help to fund the Global Campus but without tapping too heavily into their own resources. There will be a four-year period of operating in a deficit and then the Global Campus will become revenue generating. Worst case scenario? If the Global Campus fails then, at most, the University will lose twelve million dollars. According to the Global Campus core team, the official start date is January 1, 2008. There will be a relatively short period of extra work for faculty and staff to undertake these new programs but new jobs will ultimately be created and new faculty hired. The University cannot allow stagnation and a slow downward spiral to be created.

**Budget**
There is 1.9% in the budget projected for higher education with 0.5 for K-12 and healthcare. This is up a little from last year but comes with lots of uncertainty because of reliance on the gross tax receipts. There will likely be a capital budget, the first in five years, and a chance of significant funding. This is probably as good as it’s going to get.

**Increased out of state enrollment and diversity**
Why can Michigan do it but the University of Illinois can’t? Answer: Michigan State is their safety valve and the University of Illinois needs for the Chicago campus to become ours. Look for UIC to be transforming sooner than later. UIS is great for smaller numbers but numerically UIC is the logical choice.

**Divergent Trends** - regulatory relief and disengaging from the state
The new CFO, Walter Knorr, has identified regulatory relief as part of his agenda. There is a huge growing culture clash, for example: faculty time-keeping. Can we convert this into change? APs are in the driver’s seat because, as all of these changes take place, AP positions are currently being filled more than civil service employees.

5. **Campus Reports**
   a. **UIUC**
      o The Banner HR frontend project is underway and expected to be implemented in March of 2008.
      o CAP awards were given to six employees on April 4, 2007.
      o Due to the decrease in grievance activity over the last year CAP has been able to focus on many other issues.
      o Redistricting has taken place and annual elections are currently underway using the new district alignment.
      o The payment of licensing fees issue went from a University Administration level and is now back to the individual campus level.
      o CAP has requested that the tuition break given to dependents of active employees also be extended to the children of long time employees that are now retired. The issue moved from department to department and a letter has now been sent to the Chancellor requesting this benefit.
The Professional Development Fund has been increased to $75,000. As of March 1, $39,272 has been awarded to 73 APs. It was recently discovered that University Administration employees are not eligible for these funds so a similar fund is being created.

Several members of CAP have resigned due to unit demands making it more difficult to devote time to CAP activities. A letter was sent to the Chancellor alerting him to the concern of CAP service becoming challenging for APs.

b. UIS

APs at UIS fear they may be negatively impacted by the Global Campus due to the expected large online population and the potential loss of AP positions if UIS online programs are affected.

APAC elections will be held in the first two weeks of June and there is concern that there will be difficulty filling vacancies. Five of the ten positions are up for election.

The annual open meeting was held on February 21, 2007 with about 60 APs attending. Several committee reports were presented and the Provost gave a report and fielded questions. Evaluations were discussed at length.

The Compensation Review Committee has been studying the employee evaluation process. Many questions are being raised about how evaluations are handled and their relationship with merit increases. The committee met with the head of UIS HR as a first step.

The Provost approved a small annual budget for APAC of $250.

APAC sponsored a series of financial/budgeting classes given by a former AP.

APAC continues to work toward representation on the Campus Senate Executive Committee. There is currently one voting representative on the Senate.

The CAPE award will be presented on April 25, 2007.

Ideas are still being gathered concerning non-monetary compensation for APs.

c. UIC

Currently nominating and electing new APAC members and Senate representatives to begin in the fall of 2007. The 2006-2007 reps are completing their first term on the Senate with three APs holding one year terms as full voting members. Beginning in the fall of 2007, three newly elected APs will hold staggered, three year terms on the Senate. In the future, the duration of all terms will be three years. The AP/Senate reps attend the monthly APAC meetings and provide a report on the Senate proceedings and can come, give their report, and elect to either remain at the APAC or depart. Overall this has been positive. A lot of faculty don’t understand what APs do so it is good to explain the diversity of AP duties. In the election process all seats weren’t filled and there were fewer applications this time.

APAC sponsored a campus event in March featuring SURS. Later in April a brown bag seminar is scheduled on the academic hiring process and other related employment issues.

APAC is in the final stages of amending the bylaws to reflect recent changes related to the AP/Senate representation.

Donna Knutson, the Assistant to the Chancellor, continues to meet with APAC on alternate months to update the committee on university activities. She also takes questions back to the Chancellor and reports back to APAC.

How do other campuses encourage new people to fill vacancies?

- UIUC – send emails to solicit those interested
- UIS – face to face and public meetings
- UIC – promote at events that pull in the most potentially interested people

6. New Business
a. **Upcoming Meeting Dates**
The following is a tentative list (due to availability) of the upcoming UPPAC meetings, locations TBA:
July 24, 2007 at 9:00a – videoconference
October, 2006 – face-to-face with the President at UIUC campus. Date will be announced upon confirming the President’s availability.

The meeting was adjourned at 1:38 p.m.