MINUTES
University Professional Personnel Advisory Committee
October 29, 1996
10:30 a.m.
University of Illinois at Springfield

Present: Carol Bloemer (UIS APAC), Carolyn Burrell (UIUC Admin), Constance Caveny (UIUC Admin), Sara Chilton (UIUC PAC), Barbara Ferrara (UIS APAC), Dennis Frueh (UIS APAC), Linda Grider (UIC APAC), Robert Harris (UIUC PAC), Terri Jackson (UIS APAC), Scott Jensen (UIS APPAC), Lois Meerdink (UIUC PAC), Liesel Wildhagen (UIUC PAC)

I. The Minutes of the March 26, 1996 meeting were approved as written.

II. The UPPAC Bylaws require the annual election of a Chair at the October meeting. It was noted the Bylaws contained the following sentence defining a quorum “A quorum shall be a simple majority (4) of all voting members (or alternates)”. With the addition of the Springfield campus, there will be 9 voting members rather than 6. It was agreed a simple majority will now be 5, rather than 4 votes. Sara Chilton nominated Barbara Ferrara as Chair for 1996-97. Carol Bloemer seconded the nomination. Following a brief discussion, a vote was taken with Barbara Ferrara unanimously elected.

Barbara Ferrara distributed a draft of a statement of goals for UPPAC for consideration. (attached). Following discussion of the specific points in the statement, Bob Harris moved approval. The motion was seconded and approved as written. Ferrara will share the statement with the President.

III. The following items were considered as unfinished business:

A. Notice of Nonreappointment for Part-time Academic Professionals - As noted in the March minutes, consideration of this item has been tabled until the March 1997 meeting to allow UIS to transition to the current Notice of Nonreappointment Policy.

B. Dismissal for Cause Policy - This item was forwarded to Vice President Manning on Feb. 22, 1996. It has been grouped with other major personnel related policies under consideration including sanctions for faculty. Academic professionals could be grouped with non-tenure track faculty in some policies. If so, then this would result in a further period of review and discussion by the faculty. The campus APAC/PACs should be asked to comment on any such proposals by their respective Senate or Vice Chancellor depending on the practice at the location. No further action is needed by UPPAC at this time.

C. Responsibility Centered Management (Budget Reform) - At the March meeting, President Stukel asked the Committee to study this issue. Rather than a road trip, individuals from other institutions will be asked to come to Illinois. Both Michigan and Indiana have been contacted. A series of meetings, including one limited to UPPAC and APPAC/PAC members have been suggested. January will probably be the month for the meeting(s) and UIUC will probably be the site. The President has set aside $5,000 for this purpose. As campus documents on this issue are released, participants were asked to forward a copy to Connie Caveny.
D. Review of Grievance Processes: UIS has been developing a written grievance mechanism for Academic Professionals as discussed as a UPPAC issue last year. Dennis Frueh distributed a proposal for a process appointing grievance subcommittee members from other campuses. During the discussion it became clear that all three campuses are interested in looking at grievance mechanisms. It is a topic that the three campus level committees can be of mutual assistance on. Discussion indicted a reluctance to formally appoint non-campus employees to actual grievance committees. A working study session similar to those which UIUC has undertaken but for all three campuses was suggested. This idea was referred back to the respective campus committees for specific information on needs, i.e., a list of questions. UIUC has the most experience in this area and agreed to provide its model as part of the study session.

IV. New Business - Professional Development

A. University-wide Conference for Academic Professionals - Earlier discussions on maintaining communication with and among academic professionals have evolved into a broader discussion. (attachment). Sara Chilton presented a proposal for a University-wide conference for academic professionals, answering questions about the purpose and effort involved. The concept was enthusiastically endorsed and Sara was designated the chair of a planning subcommittee to develop a proposal, including a budget, for consideration by the President. The subcommittee members are Terri Jackson, Carol Bloemer, Liesel Wildhagen, Barb Ferrara, and either Linda Grider or Nancy Fjortoft.

B. Promotion/Internal Transfer of Academic Professionals - Carolyn Burrell presented one of the recommendations from the Gomes Report on academic professionals at UIUC. It is a proposal to modify affirmative action guidelines for internal transfers and promotions as a way of making moves for current employees easier. Internal moves will be necessary during the major operational and organizational changes underway at the University. The recommendation has already been implemented for Central Administration units on a one year trial basis. Affirmative Action at UIUC has reluctantly agreed to a one year trial as well. Carolyn recommended UIC and UIS take the proposal to their campus committees for consideration and return any recommendations to UPPAC. Other suggestions for modifying current policies to facilitate moving, including reassignment, of academic professionals would also be welcome.

C. Administrative Leave - The current policy was provisionally approved by the Board of Trustees several years ago with a stipulation that it would be evaluated at a future date. The procedures at UIUC and UIC were distributed with the October agenda. Few people are eligible and even fewer apply for administrative leave. Academic professionals have an increased need to improve their skills to keep up with the pace of change. A proposal could be made to change administrative leave to professional leave with appropriate safeguards. Responsibility for professional leave would be delegated to the campuses with the possibility of eliminating the formal year by year approval by the Board of Trustees now required for administrative leave. Participants were asked to take this issue to their campus committees for an indication of interest/comment and to bring suggestions to the next UPPAC meeting.

IV. Campus Reports -

A. University of Illinois at Springfield
Barbara Ferrara distributed a written report for APAC which is attached to these minutes.
B. University of Illinois at Urbana-Champaign
   Lois Meerdink reported PAC will meet with the Chancellor in November. Issues to be discussed include implementation of the recommendations in the Framework for the Future and in the Gomes Report (also called Professional Personnel Review Committee Report), the Campustown 2000 Report (campus safety issues), benefits for domestic partners and child care. She noted issues related to grievances would also be discussed.

C. University of Illinois at Chicago
   Linda Grider distributed a written report for APAC which is attached to these minutes.

The meeting schedule for the year was determined. Dates and locations selected were December 10, 1996 at UIUC, February 11, 1997 at UIC, and April 8, 1997 at UIS. Dr. Stukel will be invited to attend the April 8 meeting.

The Committee relocated at noon to be joined by Chancellor Naomi Lynn. Discussion continued during lunch and Chancellor Lynn addressed the Committee expressing her pleasure in the election of Barbara Ferrara as the new Chair of Committee. The Committee moved to adjourned at 2:30 p.m.

Draft for Approval, December 10, 1996
Submitted by Constance Caveny