



University Senate TRANSMITTAL FORM

Senate Document #:	09-10-30
PCC ID #:	N/A
Title:	Proposal to Increase Staff Representation on the Academic Planning Advisory Committee (APAC)
Presenter:	Staff Affairs Committee
Date of SEC Review:	1/19/10
Date of Senate Review:	N/A
Voting (highlight one):	<ol style="list-style-type: none"> 1. On resolutions or recommendations one by one, or 2. In a single vote 3. To endorse entire report
Statement of Issue:	The Staff Affairs Committee believes that there is an imbalance in input by staff on APAC.
Relevant Policy # & URL:	N/A
Recommendation:	The Staff Affairs Committee recommends that the membership of APAC be increased to a total of two staff including a representative from each category, exempt and non-exempt.
Committee Work:	The Staff Affairs Committee met with Elizabeth Beise, (Interim) Associate Provost for Academic Planning & Programs on December 17, 2009. They made their recommendations based on that meeting.
Alternatives:	The membership of staff on APAC could remain the same.
Risks:	If the SEC does not approve this proposal, APAC will not receive wide-spread input from the various staff categories on campus.
Financial Implications:	There are no financial implications.
Further Approvals Required: <i>(*Important for PCC Items)</i>	APAC & Provost

Proposal to Increase Staff Representation on the Academic Planning Advisory Committee (APAC) (Senate Document Number 09-10-30)

The Staff Affairs Committee met with Elizabeth Beise, (Interim) Associate Provost for Academic Planning & Programs on December 17, 2009. She provided information about a new initiative with the Academic Planning Advisory Committee (APAC) to help incorporate more widespread input from campus constituents. APAC is one of the primary mechanisms by which the Provost is advised on academic issues with significant resource implications. She stated that APAC's advice is sought when academic programs are proposed to be created or eliminated. APAC also reviews documents of proposed unit or departmental creations, mergers, splits, or eliminations.

Beise explained that APAC would like to add two or three staff members to serve as committee liaisons. The liaisons would be responsible for reviewing the formal proposals received by APAC and then determining whether any proposal requires significant input from the campus community. Staff liaisons would then solicit input from the entire staff constituency to share with APAC on the matters of relevancy. Beise stated that APAC is looking for advice on whom to ask for service as a liaison; she mentioned that the Chair of the Senate Staff Affairs Committee (or a designee) was a clear first option. She also mentioned that the Chair of CUSS had been suggested as a possible option. Committee members suggested that APAC consider asking the Staff Ombuds Officer and staff members from University Human Resources.

The Staff Affairs Committee members discussed whether the addition of a full-time staff member on APAC was warranted at this time, given the current budgetary situation. It was confirmed that currently there is only one full-time staff representative on APAC. The committee felt strongly that the inclusion of one full-time exempt staff member and one full-time non-exempt staff member on APAC would be practical.

The committee suggested that the Provost increase the membership of staff on APAC from one to two. They felt that this change would enhance input from campus staff during APAC discussions, particularly those involving unit reorganizations. In order to get uniform input, they also advised that the two representatives encompass both categories of staff, exempt and non-exempt.