

July 20, 2007

Academic Professional Task Force

Ginger Winckler, College of Veterinary Medicine (Chair)
Sandy Frank, College of Business
Fang Gao, University Library
Vera Mainz, School of Chemical Sciences
Sandra Moore, Illinois Business Consulting
Martin Nieto, College of Social Work
Greg Perry, Enrollment Management
Dave Robson, Cooperative Extension Service
Alejandra Sanchez, College of Business
Jon Schoenoff, Krannert Center for Performing Arts
Mark Stanley, Housing
Regina Stevenson, CITES-CIO
Elizabeth Stovall, Bioengineering
Raman Tyagi, Decision Support
William Welburn, Graduate College
Cheryl Hahn, Academic Human Resources (Ex-officio)

Dear Colleagues,

Early in my tenure as Provost, I met with the Council of Academic Professionals. Our meeting covered a variety of important issues and our discussion was very interesting and insightful. It is clear that academic professional employees are extremely important to the overall health and success of this institution and they will play a key role in helping the institution achieve its strategic goals during the next five years. It is of utmost importance to me that this campus has equitable, clear and consistent policies and practices for academic professional employees.

You have been recommended by your organization's leadership to serve on a campus committee to assess the policies and practices used in the employment of academic professional employees. Academic Human Resources will sponsor the committee and Ginger Winckler, Assistant Dean for Administration in Veterinary Medicine, has agreed to chair this important committee.

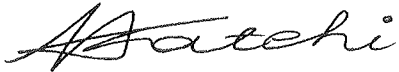
In 1995, Provost Larry Faulkner appointed a committee to examine the Academic Professional employee category. The committee was charged specifically to examine salary and title issues. It has been nearly 12 years since this committee completed its work. I think it would be beneficial to revisit these questions in light of all the changes that have taken place on campus and perhaps broaden them.

In addition to your determination of areas of consideration by the group, I would specifically ask that you focus attention on:

- Salary levels for like positions across campus
- Appropriate and consistent use of titles
- Working conditions, including working hours, position responsibilities, promotional opportunities
- Part-time employment policies and practices
- Compliance with the Performance Evaluation Policy

I would ask that you provide me with a summary report including any recommendations for improvement by December 31, 2007. Staff of the Office of Academic Human Resources will support you in this effort and can provide you with employment data and policy information.

Your willingness to take on this important assignment is very much appreciated.



Linda Katehi, Provost and
Vice Chancellor for Academic Affairs



Elyne G. Cole
Associate Provost for Human Resources