

MINUTES

Commission on Administrative and Professional Faculty Affairs
March 1, 2010

Members present: Ellen Plummer, Marilyn King, Richard Sorensen, Melinda West, Amy Hogan, Tarah Coleman, Hal Irvin, Kirk Wehner, Lesley Moyo, Jon Vest, and Ray Ali by phone

Members absent: Jennifer Rezac, Frances Keene, Karen Sanders, Lou Gorr, John Massey, Lauren Ritter, Ken Stanton, Tim Mize

Guests: Pat Hyer

Recorder: Ellen Plummer

1. Welcome and Introductions

- Interim Commission Chair M. King welcomed those in attendance.

2. A/P Task Force update – Hal Irvin

- Members of the Commission received by email from M. King the most recent documents related to the work of the A/P faculty Task Force. Commission members discussed having the Task Force evaluate the possibility of articulating a structure that would integrate job descriptions, compensation and evaluation for A/P faculty. The variety of positions and roles of A/P faculty within the university make it difficult to have a uniform structure that would capture all positions.
- H. Irvin will continue to keep CAPFA informed as to AP faculty task force meeting dates and minutes.

3. Resolution Discussion: Residency requirements for employees pursuing graduate education – Marilyn King

- M. King updated Commission members on the status of discussions regarding the residency requirements for employees pursuing graduate education. M. King is communication with Patrick Miller, Chair of the Commission on Graduate Studies and Policies (CGSP). The CGSP will meet on March 3 to further discuss the residency requirements and the manner in which A/P employees can receive clarity on the expectations regarding residency while employed full time. R. Sorensen has talked with college deans about the residency requirement and they appear to support the need for flexibility to accommodate A/P employees who are pursuing graduate education.
- M. King plans to attend the upcoming CGSP meeting and will provide updated information to Commission members when it is available.

4. Composition and Representation on CAPFA – Pat Hyer

- P. Hyer provided an overview of how the membership of CAPFA is comprised of representation from four 'feeder' groups of A/P employees. These four groups are: (1) General Administration, (2) Academic Support areas, (3) Extension/Public Service, and (4) Student Affairs. Recent conversions of employees from classified staff to A/P faculty status have resulted in a shift in the number of A/P employees at the university. CAPFA will examine the need to adjust the representation of its members

by working with Human Resources on establishing a count of A/P faculty and by working with the Office of the President on by-laws changes precipitated by the need to adjust Commission membership and representation.

5. Outside Employment – Pat Hyer

- The Faculty Handbook prohibits outside employment for all faculty. The Commission discussed the degree to which this absolute prohibition might be tempered to better fit the needs of employees whose circumstances are such that secondary employment is necessary. There are cases of A/P employees seeking part-time work to supplement low salaries and to pay off significant medical bills. Another scenario is the degree to which Extension employees might be engaged in farming or other activities that appear to be a violation of the outside employment policy. Commission members agreed that it is worth examining how to adjust the policy to allow for secondary employment with permission of their supervisor and provided the secondary employment does not interfere with their employment at the university. P. Hyer will be discussing outside employment with the Commission on Faculty Affairs on March 5 and will report back to CAPFA the results of those discussions. CAPFA will consider sponsoring a resolution to adjust the outside employment policy language in the faculty handbook.

6. Additional Business

- University Council will be considering the resolution regarding Winter Closing for its first reading at the March 1 meeting. H. Irvin requested that CAPFA amend its minutes to reflect the vote taken to affirm the Winter Closing resolution. E. Plummer and M.King will bring to the next meeting of the Commission information regarding the date at which this vote occurred.
- An additional meeting of the Commission may be required to conduct resolution and elections business. M. King will provide Commission members with possible dates.

As there were no additional items to be discussed, the meeting adjourned.

The next meeting is scheduled for Monday, March 29 at 1 p.m. in 325 Burruss.