

**Minutes**  
**Commission on Administrative and Professional Faculty Affairs**  
**January 13, 2016 – 1:30 p.m. HR Conference Room 2317**

**Present:** Tara Brent, Mary Christian, Laura Neff-Henderson, Yohna Chambers, Sue Volkmar, Andrew Frey, Jerry Luttrell, Ross Verbrugge, Karen Watson, Margaret Radcliffe, Michelle Dickerson, Alan Grant

**Absent:** Alex Fritz, Amy Hogan, Travis Hundley, Jim Reinhard, Andrew Frey, Sue Teel, Emma Potter, Amy Hogan

**Call to Order**

The meeting was called to order at 1:32 p.m.

**Approval of Minutes**

The December 9<sup>th</sup> meeting was cancelled.

**Old Business**

No old business was addressed.

**New Business**

Margaret Radcliffe reported on the Commission on Staff Policies and Affairs' December meeting regarding the campus dog policy. The dog policy committee is currently reviewing a draft policy. Yohna Chambers stated that the only piece that is covered at this point is service animals on campus; there really isn't an "animals on campus" policy.

Margaret Radcliffe also reported during the CPSA December meeting, Yohna Chambers attended and did a presentation on tuition reimbursement. There have been some changes that will allow people to get tuition waived at Virginia Tech for accelerated degree programs. It is Policy 4800 for people to review.

**Adjournment**

There being no further business, the meeting was adjourned at 1:42 p.m.

Respectfully Submitted,  
Lesa Young  
CAPFA Support