

Minutes
Commission on Administrative and Professional Faculty Affairs
December 10, 2014 – 1:30 p.m. Conference Room 3600, North End Center

Present: Alex Fritz, Jennifer Hundley, Travis Hundley, Hal Irvin, Ross Verbrugge, Jon Vest, Sue Volkmar, John Wooge

Absent: Tara Brent, Mary Christian, Rachel Estariz, Alan Grant, Amy Hogan, Jerry Luttrell, Gregory Purdy, Jim Reinhard, Karen Watson

Call to Order

The meeting was called to order at 1:36 p.m. The agenda from the last meeting was approved electronically.

Grievance Policy Updates

Sue Volkmar reported that the grievance policy updates are still in the review process.

CAPFA Website

The CAPFA website is still in the development stage. The website will be accessed from the University Council's homepage. University Council will have to approve the site. Styles, etc. will need to be consistent with the University Council's homepage. Sue demonstrated how to get to the site. Sue and Laura Neff-Henderson will continue to work on the site.

Some discussion was held regarding the growth in the number of AP faculty members on campus; hence are they aware of the existence of CAPFA? How can we market CAPFA? Sue will write an article on CAPFA and AP Faculty. She'll ask Laura Neff-Henderson to run the article in the VT Daily News.

Spring Speaker Series

Request was made for suggestions for a speaker for the spring series. Suggestion was made to invite Dr. Sands to discuss his vision and how AP faculty can help. Sue Volkmar asked the group to be thinking of a second person in case Dr. Sands isn't available. Whit Babcock was suggested as another possible speaker.

Other Items

Sue Volkmar asked how the group feels about changing the meeting location to NEC 3600 on a regular basis. This change was approved.

Lesa Young asked that members contact her to confirm if attending CAPFA meetings via teleconference. In the past the teleconference has been set up but not one used the service. HR was charged. Knowing ahead of time that the service will not be needed can save money.

Sue Volkmar canceled the January meeting.

Travis Hundley asked if any further action has been taken on inviting AP faculty members of other commissions to attend future CAPFA meetings to share updates. Sue Volkmar will think about how she can get them engaged. Lesa Young provided the list of AP representatives to Sue Volkmar.

Adjournment

There being no further business, the meeting was adjourned at 2:10 p.m.

Respectfully Submitted,
Lesa Young
CAPFA Support