
Members absent: Hal Irvin, Marilynn King, Tim Mize, Amy Hogan, Tarah Coleman

Recorder: Cyndi Hutchison

1. Welcome and Introductions
   - Commission Chair F. Keene welcomed those in attendance.

2. Second reading on Policy 4075
   - Consider another example in section 2.2.
   - **ACTION:** E. Plummer made a motion to approve Policy 4075 and J. Vest seconded. 1-opposed, 1-abstain, 10 affirm and policy was approved.

3. Second reading on Holiday closing
   - E. Plummer suggested a need for procedures that go along with policy – FAQ's for implementation provided from HR and Provost Office. L. Ritter will bring that suggestion back to staff senate.
   - **ACTION:** K. Wehner made a motion to approve the Holiday closing policy and K. Sanders seconded. 1-opposed, 1-abstain, 10 affirm and policy was approved.

4. Student Affairs representation on CAPFA for spring semester
   - As F. Keene will be out for the spring semester on maternity leave, CAPFA needs to fill her vacant Student Affairs representation. Jennifer Rezac volunteered to be the Student Affairs representative.
   - **ACTION:** It was voted unanimously and approved for J. Rezac to fill the seat until the end of the spring semester.

5. Announcements and updates from CAPFA members
   - E. Plummer updated the commission about a meeting she had with F. Keene, M. Lyons and Tom (?) where a suggestion was made that the three chairs (Senate, CFA, and CAPFA) meet together once a month or every six weeks to discuss employee issues, policy initiatives, and re-evaluate distribution of AP faculty. K. Wehner to put together a list of general admin.

6. Future agenda items:
   - Re-evaluate CAPFA membership
- Diversity Strategic Plan discussion (2013). High level indicators as a measure of this plan. Review by commission, no feedback.
- Decision on the March 10, 2010 meeting
- Rec sports proposal re: McComas fee
- AP faculty task force update from Hal.

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

The next meeting is scheduled for February 10, 1:30 p.m. in PBR.