

Commission on Administrative Faculty Affairs
September 14, 2022
2:30pm

<https://virginiatech.zoom.us/j/83805703259>

Present: Janice Austin (presiding), Harrison Blythe, Dan Givens, Lonnie Johnson, Jennifer Jones, Renee Ryan, Megan Seibel, Stephanie Trout, and Sophia Vicente

Absent with Notice: Robin Panneton

Absent: Nikeshia Arthur, Amy Hogan, Rodney Irvin, Kara Latopolski, Katie Polidoro, Charlie Sloop, and Paige Thacker

Guests: Greg Beecher, Steve Clark, Holli Gardner Drewry, and April Myers

Janice Austin called the meeting to order at 2:33pm. A quorum was not present.

Janice Austin welcomed everyone to the first meeting of the academic year. She shared details about the SharePoint site where the meeting agendas, minutes, resolutions, and any supplements are placed. Janice spoke about the governance website and shared the following about CAPFA's Charge:

- To study, formulate, and recommend to the Administrative and Professional (A/P) Faculty Senate policies and procedures affecting the working conditions of A/P faculty. Areas for consideration include morale of administrative and professional faculty; procedures for appointing, non-reappointing, evaluating, disciplining, recognizing, and promoting administrative and professional faculty; benefits, educational and personal leave, and extra-university professional activity; and matters of equity and diversity that affect A/P faculty. The commission is also responsible for reviewing allegations of unprofessional or unethical conduct against any A/P faculty member and grievances advanced to the level of the executive vice president and provost or the vice president for human resources and for advising these administrators prior to their taking action.

Janice then asked for everyone in attendance to share a brief introduction.

Old Business

There was no old business.

New Business

1. Janice shared details for the Appointment of a Vice Chairperson. Please email Janice if you are interested in this role.
2. Janice shared the A/P Faculty Grievance Update. We do not have any grievances at this time.
3. Janice shared future agenda items and goals for 2022-23:
 - a. Review and submit a resolution regarding changes to the A/P Faculty Senate constitution
 - b. Updates to the A/P Faculty Senate bylaws
 - c. Review and submit a resolution for wording changes to Chapter 7 of the faculty handbook

Acceptance and Posting of Committee Reports and/or Minutes

- **AP Faculty Senate Report**

Holli Gardner Drewry shared they had their first meeting in August. She shared that they will have the following presentations at their meeting next week:

- Performance Management Presentation
- Academic Freedom and Freedom of Expression Presentation by Janice Austin
- Job Architecture Presentation
- Community Service Leave

Presentation

Greg Beecher, Director of Talent Development, Division of Human Resources, gave a presentation on [Braintrust](#). The flyer is available on [SharePoint](#).

Other Items

No other items.

Announcements

No announcements.

Adjournment

There being no further business, the meeting adjourned at 3:14pm.