

Commission on Administrative and Professional Faculty Affairs

October 13, 2021 meeting minutes

1:30pm via Zoom

Present: Ashley Appling, Janice Austin, Sarah Bear, Amanda Covey, Holli Gardner Drewry, Kirk Felton, Dan Givens, Nancy Gruber, Rodney Irvin, Frances McCarty, April Myers, Megan Seibel, Keri Swaby, Leah Taylor, Stephanie Trout, Ross Verbrugge

Absent: Nicole Akers, Nikeshia Arthur (with notice), John Benner, Aaron Bond, Tara Brent, D'Arrin Calloway, Nikki Connors, Amanda Covey, Joell Eifert, Conway Haskins, Lonnie Johnson, Kenner Love, Steve Matuszak, Alex Parrish, Katie Polidoro, KP Puckett, Susan Short (with notice), Pamela Stell, Joan Watson

Janice Austin, CAPFA Chair, called the meeting to order at 1:34pm.

The minutes were approved electronically.

Old Business

Janice presented the second reading of the CAPFA Resolution 202Th1-22A: *Resolution to Establish an A/P Faculty Representative to the Board of Visitors*. Amanda Covey made a motion to approve the resolution, seconded by Stephanie Trout, and all were in favor. This will now go to the Board of Visitors for consideration at their November meeting.

New Business

Janice presented the first reading of the CAPFA Resolution 2021-22B: Resolution to Include the Commission on Administrative and Professional Faculty Affairs to the Employee Benefits Committee Reporting Structure. Second reading and a vote on the resolution will occur at our November meeting.

Janice presented the first reading of the CAPFA Resolution 2021-22C: Resolution Revise the Membership of the Employee Benefits Committee to Add Three Administrative and Professional Faculty Senators. Second reading and a vote on the resolution will occur at our November meeting.

Janice presented the first reading of the CAPFA Resolution 2021-22D: Resolution Revise the Membership of the Commencement Committee to Add One Administrative and Professional Faculty Representative. Second reading and a vote on the resolution will occur at our November meeting.

Janice presented the first reading of the CAPFA Resolution 2021-22E: Resolution Revise the Membership of the Energy and Sustainability Committee to Add Two Administrative and Professional Faculty Representatives. Second reading and a vote on the resolution will occur at our November meeting.

Janice presented the first reading of the CAPFA Resolution 2021-22F: Resolution Revise the Membership of the Library Committee to Add One Administrative and Professional Faculty Representative. Second reading and a vote on the resolution will occur at our November meeting.

Janice presented of the first reading of the CAPFA Resolution 2021-22G: Resolution Revise the Membership of the Transportation and Parking Committee to Add Two Administrative and Professional Faculty Representatives. Second reading and a vote on the resolution will occur at our November meeting.

Janice presented of the first reading of the CAPFA Resolution 2021-22H: Resolution Revise the Membership of the Undergraduate Curriculum Committee to Add One Administrative and Professional Faculty Representative. Second reading and a vote on the resolution will occur at our November meeting.

Graduate and Professional Student Senate forwarded for our consideration: Resolution 2021-22H: Resolution to Clarify and Expand Parental Leave Policies, Childcare Services, and Family Insurance Plans. We were not able to vote due to not having a quorum. Additional discussion and a vote will occur at our November meeting.

Senates, Commissions, and Committee Representatives Reports

Keri shared on the Commission of Undergraduate Studies and Policies, presented four new majors. Keri also shared that there should be a normal commencement in December.

Other Business/Discussion

Please complete, and encourage your staff to complete, the VT Google Workspace for Education survey that was emailed Monday, October 4 by Monday October

18th: <https://forms.gle/LLk1fWFRL9uB78yg7>

Janice shared the upcoming Division of Human Resources [Virtual Retirement sessions](#).

The meeting concluded with an announcement of the next meeting to be held on November 10, 2021 at 1:30 PM via Zoom.