

CAPFA
Commission on Administrative and Professional Faculty Affairs
November 11, 2020 - 1:30 to 3:00 pm
Zoom Meeting: Sign in at <https://virginiatech.zoom.us>
with VT username (PID) and passphrase
Meeting ID: 937 6366 0799

Present: Ashley Appling, Janice Austin, Kim Blair, Amanda Covey, Jeremy Daubert, Holli Gardner-Drewry, Maia Greene-Havas, Jennifer Hundley, Lonnie Johnson, Terri Pecora, KP Puckett, Margaret Radcliffe, Keri Swaby, Stephanie Trout, Ross Verbrugge

Absent: Nikeshia Arthur, Lujean Baab, Sara Bear, John Benner, Aaron Bond, Tara Brent, Nikki Connors, William Dougherty, Joell Eifert, Kirk Felton, Alan Grant, Conaway Haskins, Rodney Irvin, Steve Matuszak, Frances McCarty, Jacob Paul, Morgan Paulette, Susan Short, Pamela Stell, Leah Taylor, LaWanda Wright

Guests: Bob Hicok, April Myers, and Kim O'Rourke

Ms. Gardner-Drewry called the meeting to order at 1:33 pm. A quorum was present.

Old Business:

The link for the October minutes will be sent out for approval.

A/P Faculty Senate Constitution and By Laws Resolution edits.

New Business:

Mr. Hicok and Ms. O'Rourke were invited to the meeting to go over the President's Committee on Governance "Proposal for Revision to Shared Governance at Virginia Tech". Mr. Hicok shared the following significant changes of the proposal:

- The creation of Senates
- Any large changes that are taken up across the university would now be worked on through a process of governance through an oversight committee
- University Council would have a cabinet that would include representatives that would meet on a regular and ongoing basis and be the executive body of University Council

Joint Resolution to Revise Shared Governance at Virginia Tech Commission on Faculty Affairs, Commission on Administrative and Professional Faculty Affairs, Commission on Staff Policies and Affairs, and Commission on Student Affairs – First Reading

Ms. Gardner-Drewry asked for assistance with some of the descriptive wording for The Resolution to Approve the Constitution and Bylaws for the Administrative and Professional (A/P) Faculty Senate Resolution – First Reading

Ms. Austin shared The Office of the Executive Vice President and Provost welcomes nominations of faculty members of all types (instructional, research, administrative, or professional) for the Academy of Faculty Service and Academy of Faculty Leadership. The Academy of Faculty Service recognizes exemplary service by individuals who have served in roles such as (but not limited to): committee or commission chairpersons, faculty senate officers, chairperson of the Academy of Teaching Excellence, or chairperson of the university Honor System Review Board. Faculty who have made commendable service contributions at the university level outside of formal governance roles may also be nominated. The Academy of Faculty Leadership recognizes individuals who have modeled exemplary leadership in formal or informal leadership roles within the university, including leadership activities and approaches that significantly advance a culture of collaborative leadership, promote faculty, staff, and student development, and/or advance program or curricular transformation. Full information including the nomination process and timeline, eligibility criteria, and forms for submitting nominations is available [here](#). Nominations are due Friday, Dec. 4.

Commission/Committee Representative Reports

Ms. Radcliffe stated that The Commission on Staff Policies and Affairs met on October 22. Harrison Blythe, Director of Compliance and Conflict Resolution, Office for Equity and Accessibility, made a presentation on a project he is leading to review and revise policy 1025, which is VT's Policy on Harassment, Discrimination, and Sexual Assault. He compared it to the types of anti-discrimination policies in place at other universities (for example, Penn State) and asked that we read it, compare it to other similar policies, and he asked for feedback on the following:

- Is the definition of harassment clear?
- Is the definition of discrimination clear?
- Is how/who to report violations to clear?
- Is the policy's language understandable? If not, where is it unclear?

Email Harrison Blythe at hblythe@vt.edu about any concerns.

Adjournment: The meeting adjourned at 2:19 p.m.

The next meeting will be on December 9, 2020.