

## CAPFA

### Commission on Administrative and Professional Faculty Affairs

February 12, 2020 - 1:30 to 3:00 pm

UGC 3100/Zoom: <https://virginiatech.zoom.us/j/713149198>, Meeting ID: 713 149 198;

Dial-in phone number: 929-436-2866

**Present:** Ashley Appling, Janice Austin, Sara Sweeney Bear, Aaron Bond, Amanda Covey, Holli Gardner-Drewry, Maia Greene-Havas, Greg Fansler, Kirk Felton, Joy Hottenstein, Jennifer Hundley, Lonnie Johnson, Robin McCoy, Terri Pecora, Margaret Radcliffe, Vicky Ratcliffe, Susan Short, Keri Swaby, Stephanie Trout, Ross Verbugge

**Guests:** Rodney Irvin

**Absent:** Lujean Baab, Maria Balota, John Benner, Nicole Connors, Amanda Covey, Jeremy Daubert, William Dougherty, Alan Grant, Amy Hogan, Cayce Myers, MaDonna Overstreet, Morgan Paulette, Jacob Paul, Leah Taylor, LaWanda Wright

Mr. Fansler called the meeting to order at 1:31pm. A quorum was present. Mr. Fansler made the motion to approve the January minutes, and it was seconded by Ms. Swaby.

#### **New Business:**

Mr. Irvin, Director of Employee Relations within the Division of Human Resources was the guest speaker. He began his presentation with the definition of Employee Relations. It is an entire body of work involving the maintenance of employer and employee relationships. He discussed the Faculty Activity Report that is used for all faculty members. He also discussed the importance of faculty to articulate their professional and personal goals to their supervisors. There was a lengthy discussion about the inconsistency of evaluations across campus. Lastly, Mr. Irvin shared a video about *touchpoints*. It was decided that Mr. Irvin would return for the March meeting to continue the discussion.

#### Community Service Resolution by Mr. Fansler:

Mr. Fansler shared that the First Reading of the Community Service Resolution occurred on February 3 at University Council. Feedback on the resolution was shared along with the estimated value of the resolution of 1.4 million if all A/P faculty were to utilize the leave. Mr. Fansler shared he has a couple of follow up questions that he is working on with Dr. Pinkney along with Ms. O'Rourke. He also shared that Mr. Garey, Vice President for Human Resources, brought up three specific issues to include employment class, cost, and the administrative time it would take to request the leave along with the approval of the request. The second reading will occur on February 17.

#### A/P Faculty Senate for CAPFA by Mr. Fansler:

Mr. Fansler shared that the First Reading of the A/P Faculty Senate Resolution occurred on February 3 at University Council. Support was provided for the resolution. However, a task force will be formed that will include members of CAPFA along with others across campus. Through that process the most accurate way will be defined on how to truly represent A/P Faculty. Mr. Fansler thanked Ms. Gardner-Drewry for her assistance with the campus news story that ran on January 24. There was a lengthy discussion about the story and how it could be improved for the next release on February 14.

Additional Discussions:

Mr. Fansler asked for feedback to the Principles and Characteristics of Shared Governance that was shared with the commission in late January.

Mr. Fansler shared that Rosemary Blieszner, Dean of the College of Liberal Arts and Human Sciences, would be a guest speaker in April. The sesquicentennial will occur in 2022 and there are a number of working groups being formed to commemorate this event.

Commission/Committee Representative reports:

**Commission of Equal Opportunity and Diversity** – Ms. Greene-Havas shared that the commission is open for nominations for the following four awards: Long term and recent contributions, group initiatives, and depart/unit commitment. Please consider nominees in these four areas. Nominations may be submitted until February 24.

**Campus Development Committee** – Mr. Verbagge reported there are six major projects and there is a chance it may double by fall 2020 if funding is approved.

**Commission on Student Affairs:** Ms. Pecora reported that there are top concerns from the commission. Parking, accessibility and disability services, technology/IT, overcrowding/infrastructure, fees/tuition, diversity and inclusion, and mental health with Cook Counseling Center.

**Commission on Research:** Ms. Trout shared that an important goal for the commission is to revise the Virginia Tech Centers and Institutes: Establishment, Governance and Programmatic Oversight Policy 13005 to provide more governance.

Other Business/Discussion:

**Adjournment:** A motion was made to adjourn the meeting at 2:44 pm.

The next meeting will be on March 11, 2020. Mr. Rodney Irvin, Director of Employee Relations, will be the guest speaker.