

**CAPFA**

**Commission on Administrative and Professional Faculty Affairs**

**March 11, 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, Jeremy Daubert, Holli Gardner-Drewry, Maia Greene-Havas, Rodney Irvin, Greg Fansler, Kirk Felton, Jennifer Hundley, Lonnie Johnson, Terri Pecora, Margaret Radcliffe, Vicky Ratcliffe, Susan Short, Leah Taylor, Stephanie Trout, Ross Verbrugge

**Absent:** Lujean Baab, Maria Balota, John Benner, Nicole Connors, William Dougherty, Alan Grant, Amy Hogan, Cayce Myers, MaDonna Overstreet, Morgan Paulette, Jacob Paul, LaWanda Wright, Joy Hottenstein, Keri Swaby

**Guests:** April Myers

Mr. Fansler called the meeting to order at 1:31 pm. A quorum was present. Mr. Fansler announced that there was one amendment to be made regarding the name of a policy in the February minutes. Then motioned to approve the February minutes, and it was seconded by Ms. Hundley.

**New Business:**

Mr. Fansler reported that Ms. McCoy has been asked to join a different task force and has rescinded her representation. Mr. Irvin, Director of Employee Relations, will now be the representative for Bryan Garey, Division of Human Resources.

Community Service Resolution by Mr. Fansler:

Mr. Fansler announced that we did advance our first and second reading of the Community Service Leave in University Council. The resolution failed by a slim margin. Ms. O'Rourke, Vice President of Governance, did say that there is state code noted that if you want to take service leave to be an emergency responder or a fire volunteer that is allowed and you have 24 hours annually of leave to do so.

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

Our A/P Faculty Senate Resolution did carry and was passed. We did receive two testimonies from Dwayne Pinkney and the Provost along with their support with the essence to demonstrate fairness for the 2000+ AP Faculty that we represent.

Mr. Fansler shared that the next steps of the A/P Faculty Senate was to write the constitution and by-laws. He also shared a breakdown of A/P faculty across the enterprise and asked for members to look at this information and familiarize yourself with the distribution of our constituency. He also encouraged to review the constitution and by-laws of the Faculty/Staff senates and the GSA & SGA and referenced the following websites:

- <https://www.facultysenate.vt.edu/>
- <https://www.staffsenate.vt.edu/>
- <https://www.sga.vt.edu/>
- <https://blogs.lt.vt.edu/graduatestudentassembly/>

A lengthy discussion was had about the definition of A/P faculty. Ms. Austin and Ms. Gardner-Drewry volunteered to assist Mr. Fansler with writing the constitution. Mr. Fansler congratulated the members on all of the progress that has been made this year and was excited that A/P Faculty will soon have a greater voice in university governance.

Mr. Irvin, Director of Employee Relations, presented on the Faculty Activity Reports and the practicality of the reporting. The FAR is lacking and does not fulfill many of the needs and expectations of A/P Faculty. A lengthy presentation was had about how to increase feedback from the supervisor.

#### Commission/Committee Representative reports:

**Employee Benefits Committee:** Ms. Radcliffe had nothing new to report.

**Commission on Staff Policies and Affairs:** Ms. Radcliffe had nothing new to report.

**Commission of Equal Opportunity and Diversity –** Ms. Greene-Havas had nothing new to report.

**Campus Development Committee –** Mr. Verbrugge had nothing new to report.

**Commission on Student Affairs:** Ms. Pecora had nothing new to report.

**Commission on Research:** Ms. Trout discussed new disclosures from the Department of Education and National Institutes of Health. If you serve on a committee from another country that membership need to be disclosed.

**Adjournment:** A motion was made by Ms. Hundley to adjourn the meeting at 2:15 pm.

The next meeting will be on April 8, 2020.