

## **CAPFA Minutes**

### **Commission on Administrative and Professional Faculty Affairs**

**March 14, 2018 – 1:30pm – 2400 North End Center/WebEx**

**Present:** Janice Austin, John Benner, Allen Campbell, Mallory Foutch, Alan Grant, Debbie Greer, Amy Hogan, Mary Norris, Vicky Ratcliffe, Margaret Radcliffe, Jeremy Daubert, Monika Lawless, Martin Daniel, Joy Hottenstein

**Absent:** Maria Balota, David Clubb (with notice), Laura Neff-Henderson, Cayce Myers (with notice), Lonnie Johnson (with notice), Sue Teel (with notice)

Dr. Austin called the meeting to order at 1:38pm. A quorum was present.

#### **Note of Approval of Minutes from February 14, 2018 done electronically**

Dr. Austin reported the minutes were sent out on February 28 for review, and were approved electronically. They have since been forwarded to the University Council.

#### **Old Business**

Dr. Austin mentioned there is one current AP faculty grievance active and the formal hearing panel was completed earlier today. The hearing panel will report its findings to Dr. Lisa Wilkes.

Dr. Austin then asked the commission to review the Procedures for the Conduct of the CAPFA Grievance Committee. Edits and changes to the document were presented in red and had been sent to the commission via email on March 8. Some of the major changes to the document include acceptance of document evidence as a pdf or electronic copy. There were also additional language that defined grievability. The commission discussed these changes and then voted to accept them as amended. Amy Hogan mentioned the Provost must be notified of grievances that make it past the initial grievability panel.

#### **New Business**

Margaret Ratcliffe indicated the Library Faculty Association is interested in having a representative on CAPFA. The question was then opened if such a representative would be a voting member of CAPFA. Amy Hogan mentioned they would have a current allowance through academic support and would have to win a ballot election to have a voting representative. Dr. Austin mentioned that they would be welcome to have a non-voting representative attend the meetings.

Next item of discussion were commission representative reports.

Commission on Staff Policies and Affairs (Margaret Radcliffe) – The staff policies and commission have discussed leave benefits and the pros and cons of winter closing. The cost savings for winter closing are not as significant as previously hoped.

Transportation and Parking – The transportation and parking commission recently had an engineer from the campus master plan present at their meeting. Discussion centered on the changes occurring regarding parking at Perry Street. Construction continues on the multimodal transportation facility. There will be more faculty staff parking spaces in the parking garage. The number of buses that currently run around the Drillfield per hour is 27. When the multimodal facility is up and running, then on average there should only be 14 buses. Wage employees who in the past could only purchase quarterly permits, now have the option to buy monthly permits.

Graduate Student Assembly (Mary Norris) – The Graduate Student Assembly also have discussed parking at their recent meeting. In addition the bike share will also be off and running in April. 8 stations will be included in the roll out.

Commission on Student Affairs (Mallory Foutch) – The CSA will be meeting on March 15. They hope to determine a graduate and undergraduate rep for the board of visitors.

The meeting concluded at 2:15 pm with an announcement of the next meeting to be held on April 11, 2018 at 1:30 PM.

Dr. Menah Platt-Clarke will be the guest speaker for the April 11, 2018 meeting.