

## CAPFA Minutes

### Commission on Administrative and Professional Faculty Affairs

October 9, 2019 – 1:30 pm – UGC 3100/Zoom

**Present:** Ashley Appling, Janice Austin, Sara Bear, Aaron Bond, Nicole Connors, Amanda Covey, Holli Gardner Drewry, Jeremy Daubert, Greg Fansler, Maia Greene-Havas, Joy Hottenstein, Jennifer Hundley, Lonnie Johnson, Robin McCoy, Madonna Overstreet, Jacob Paul, Terry Pecora, Margaret Radcliffe, Keri Swaby, Stephanie Trout, Ross Verbrugge

**Guests:** April Myers, Becca Scott

**Absent:** Lujean Baab, Maria Balota, John Benner, William Dougherty, Kirk Felton, Alan Grant, Amy Hogan, Morgan Paulette, Victoria Ratcliffe, Susan Short, Leah Taylor, LaWanda Wright

Mr. Fansler called the meeting to order at 1:30 pm. A quorum was present. Minutes from the October meeting were approved.

#### Old Business

#### New Business

The appointment of Vice Chair Holli Gardner Drewry was approved with a motion from Jennifer Hundley and seconded by Nicole Connors. The motion carried.

Mr. Fansler discussed the University Council minutes from last month. Dr. Clarke asked the Commission chairs to present their goals for the academic year. Ms. Austin shared that CAPFA was seeking feedback from constituents for A/P faculty and will evaluate its current representation on committees and commission which may bring a resolution to University Council. CAPFA will evaluate the possibility of A/P faculty receiving community service leave similar to current Classified and University Staff.

As a commission we are to provide comment back on the VT Principles of Shared Governance to the President's Governance Committee by the end of the week. Mr. Fansler also shared while attending University Council earlier in the week there were three specific things were brought up from other commissions. Those include that Principles of Community were not lifted up and shared explicitly, transparency, and expediency. The Commission supported other Commissions who felt the Principles of Community presence was absent in the Principles of Shared Governance draft. Ms. Radcliffe shared her thoughts on the fourth principle which is Communication. She supports this idea and is hopeful that VT administration will create in infrastructure that will allow commissions and committees to easily communicate with our constituents as needed.

Mr. Fansler shared a series of questions for the University Governance survey that will be sent out to A/P Faculty through the listserv. A lengthy conversation was had along with feedback from the members. Representation was the main idea throughout the conversation along with authorized closings, holiday, and community service leave. It was decided to move forward with exploring a resolution to acquire community service leave like other employment classes. A motion was approved by Holli Gardner Drewry and seconded by Jennifer Hundley. The motion carried.

### **Commission Representative Reports:**

**Commission on Staff Policies and Affairs** – (Margaret Radcliffe) reported the commission is approving communications with staff, increasing participation in university governance, and improved benefits to support staff in the lowest pay bands.

**Employee Benefits Committee** – (Margaret Radcliffe) reported that the committee may be revisiting how holiday leave is handled over the winter closing. Staff annual accrual rates along with increasing monthly benefits for retiree's health insurance.

**Campus Development Committee** – (Ross Verbrugge) reported their focus is on planning for building and grounds. Their biggest focus is the Innovation Campus. However, there are major construction projects going on now around campus. It is important to be mindful of the challenges of driving around campus, parking, and walking paths.

**Commission on Undergraduate Studies and Policies** – (Greg Fansler on behalf of Jacob Paul) reported a Resolution to approve a new major, Sports Media and Analytics, Bachelor of Arts in Communication.

### **Other Business:**

Future speaker recommendations – the Reese Ramos, Ombudsman; Advancement – Capital Campaign

### **Adjournment**

Mr. Fansler asked for a motion to adjourn the meeting at 2:40 p.m. The next meeting will be on November 13.