

Minutes

Commission on Administrative and Professional Faculty Affairs

October 11, 2017 - 1:30pm - 2400 North End Center/WebEx

Present: Janice Austin, John Benner, Alan Grant, Monika Lawless, Mary Norris, Mallory Foutch, Heather Slousan, Prateek Mishra, Jeremy Daubert (WebEx), Lonnie Johnson (WebEx), Margaret Radcliffe, Vicky Ratcliffe.

Absent: Allen Campbell (with notice), David Clubb (with notice), Cayce Myers (with notice), Sue Teel (with notice), Amy Hogan (with notice), Karisa Moore (with notice), Laura Neff-Henderson.

Guests: None

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

Approval of Minutes from September 13, 2017

Ms. Austin made note that the correction and approval of the minutes from the Sept. 13 meeting was done electronically.

Old Business

Appointment of a Minutes Recorder: It was noted in John Benner and Heather Slosman will alternate as secretary and will write up minutes for review and approval on a timely basis.

Appointment of a Vice Chairperson: Ms. Austin again announced and described the role of the Vice Chairperson. Monika Lawless expressed interest. The action was tabled until the November meeting for voting.

New Business

Nomination of a CAPFA member to the academies of Faculty Service and Leadership review committee: The Academy of Faculty Service works to recognize exceptional service by faculty members. The Academy of Faculty Leadership works to recognize exceptional leadership within the university by faculty members. CAPFA must name one of its members to serve on the committee to hear nominations for both these academies. Heather Slosman agreed to step forward and fill this role.

Working Groups: Ms. Austin reflected on the three potential goals and agenda items established in the Sept. meeting and stated that one way to accomplish these goals would be to establish several working groups within CAPFA to develop each project. Thus, three working

groups would be established with CAPFA members volunteering to join one or several working groups. The three working groups are:

- CAPFA Awareness – Working group will develop ways to make faculty aware of CAPFA as an organization and find ways for CAPFA to be of service to faculty members.
- Networking event in spring 2018 – Possibly modeled after the McComas Staff Leadership Seminar at Virginia Tech, event would be designed to foster communication among faculty members across disciplines and across campus.
- Outreach project – Work with VT Engage, University Outreach, Extension to develop a philanthropy and outreach project. It was mentioned that Karisa Moore, though not in attendance for today's meeting, would be interested in being on the Outreach project working group.

Commission Representative Reports

Extension – John Benner mentioned that the ag agents (Virginia Association of Agricultural Extension Agents) is working to put together their 2020 national meeting to be hosted at Virginia Beach. Janice Austin also mentioned that Dr. Maria Balota, Extension specialist and associate professor of crop pathology would be serving as the CAPFA representative for Extension on the University Advisory Council for Strategic Budgeting and Planning. John also mentioned he would step forward to serve as the Extension representative on the Commission on University Support.

Margaret Radcliffe – Margaret mentioned some possible changes to the teleworking agreement. Margaret also mentioned that due to top down changes in HR, there are considerations to abandon the staff climate survey. Previously the staff climate survey had provided data for considering policy changes. She reported that the current winter holiday leave policy is under review. It was expected to reduce operating expenses, but has not done so and many units are required to stay open over the holidays so the university doesn't really shut down. They are also updates coming to the staff career achievement award. The University's new Strategic Plan and Master Plan are in development. Staff employees have a representative on these committees. Margaret raised the question of whether AP Faculty employees have a representative and, if so, whether we are in communication with this person so we can provide input.

SGA – Mr. Mishra reported that there is a GTA in the English Dept. that could be an issue.

Student Affairs – Ms. Fouch reported there is some varying opinion and pushback concerning the new VT logo. Concerns more or less focusing on the expense of updating to the new logo. Ms. Fouch also shared the interest in the HR restructure. It was mentioned that it would be a benefit to have Lisa Wilkes of HR come and present at a CAPFA meeting on the HR restructuring. Some of the points to review would be enumerating the differences between research faculty and AP faculty.

Final discussion of the Commission centered on what guest speakers, reps and members would be of interest for future meetings.

The meeting was adjourned at 2:00 pm.