

CAPFA Minutes

Commission on Administrative and Professional Faculty Affairs

November 14, 2018 – 1:30pm – 2400 North End Center/Zoom

Present: John Benner, Allen Campbell, Amanda Covey, Martin Daniel, Maia Greene-Havas, Greg Fansler, Cynthia Hampton, Jennifer Hundley, Lonnie Johnson, Monika Lawless, John Massey, Ross Mecham, Terri Pecora, Margaret Radcliffe, Vicky Ratcliffe

Absent: Janice Austin (with notice), Maria Balota (with notice) Jeremy Daubert (with notice), Alan Grant, Debbie Greer (with notice), Amy Hogan, Joy Hottenstein (with notice), Cayce Myers, Karen Munden, James Orr, MaDonna Overstreet (with notice)

Ms. Lawless called the meeting to order at 1:35pm. A quorum was present.

Note of Approval of Minutes from October 10th done electronically.

Ms. Lawless reported the minutes were sent out for review, and were approved electronically. They have since been forwarded to the University Council.

Old Business

Ms. Lawless reported that Step 3 of a current AP faculty grievance has been completed and sent to the Step 3 administrator (VP Human Resources).

Ms. Lawless reviewed the working group's changes to the AP Faculty Grievance Submission Form. Prior to the next meeting, Rodney Irvin will review the form and Ms. Lawless will test the form for any formatting issues. The form will be voted on during the December meeting.

As part of an effort to increase CAPFA awareness, Mr. Greg Fansler reported that he hopes to have the listserv ready in January. A google group and quarterly newsletter were discussed, and a working group including Mr. Fansler, Mr. Benner, and Mr. Grant has been formed.

Ms. Lawless asked for a volunteer to serve on the Employee Benefits Committee and Ms. Margaret Radcliffe volunteered.

New Business

A discussion on the university's Climate Survey ensued. Comments included the desire for more breadth of questions on the survey because the overall focus appeared to be diversity. For instance, there didn't appear to be questions which would enable an employee to express dissatisfaction with the leadership in their particular area. Mr. Martin Daniel indicated there was a single instrument approach to the survey and that this was an opportunity to look at the campus as a whole. He also indicated that the surveys responses could be tied back to a particular unit to identify trends. Mr. Ross Mecham mentioned that they had received questions about confidentiality, and while they can map responses back to a division or department, they do not identify individuals. Mr. Mecham reported a 44% survey response rate.

Commission Representative Reports:

Commission on Student Affairs - (Terri Pecora) Conveyed that the recently publicized issue regarding a marketing flyer with a photo misrepresenting the students was a topic of discussion.

Commission on Faculty Affairs – (Amanda Covey) reported that there are still discussions on parking fees based upon income.

Other Business

Mr. Daniel shared that Paula Stuard was recently hired as the Compensation Director for the Division of Human Resources. He also provided an update about the Division Directors. One will begin in December for the Operations Division and others are currently being screened. John Massey will be assisting with the professional development of the new directors.

Our next meeting will be on December 12, 2018.

Adjournment

Jennifer Hundley made the motion to adjourn the meeting at 2:07p.m. and Greg Fansler seconded the motion.