

## MINUTES

Commission on Administrative and Professional Faculty Affairs  
February 10, 2010

Members present: Ellen Plummer, Marilyn King, Kay Hunnings for Richard Sorensen, Melinda West, Amy Hogan, Tarah Coleman, Hal Irvin, Kirk Wehner, Jennifer Rezac, Lesley Moyo, and Peter Warren via phone

Members absent: Frances Keene, Karen Sanders, Jonathan Vest, Lou Gorr, Ray Ali, John Massey, Lauren Ritter, Ken Stanton, Tim Mize

Recorder: Cyndi Hutchison

### 1. Welcome and Introductions

- Interim Commission Chair M. King welcomed those in attendance.

### 2. A/P Task Force update – Hal Irvin

- H. Irvin distributed the letter from Dr. Steger re: Appointment to AP Faculty Task Force that described the charge to the group:
  - Development of a separate AP faculty handbook;
  - Identification of policies which must be modified and recommendations for policy changes as needed;
  - An approach for broad-based communication and engagement with the AP faculty community;
  - Development or revision of guidelines for administering the employee relations, compensation, performance management, and recruitment programs (with continued appropriate involvement from Equity and Inclusion) through HR;
  - Recommendations for organizational changes in HR to support the transition which are at limited or no cost to Virginia Tech; and
  - Preparation of all administrative and governance resolutions to support the transition which require BOV approval for BOV action no later than the June 2010 BOV meeting.
- H. Irvin will continue to keep CAPFA informed as to AP faculty task force meeting dates and minutes.

### 3. Employee Climate Survey update – H. Irvin

- H. Irvin distributed the raw item listing with employment type – VT Climate Survey 2009 and the 2009 VT Employee Climate Survey-Just the Facts. This information can also be found on the HR website – Hal's Corner.  
<http://www.hr.vt.edu/halscorner/index.html>
  - Based on the survey, there wasn't a lot of difference between the AP faculty and staff responses, however, there are marked distinctions in response in regard to morale

### 4. Residency requirements for employees pursuing graduate education – Pat Hyer

- P. Hyer provided an overview of the concern re: residency requirements for employees pursuing graduate education. In the past, employees of VT were able to do a 6 and 6 – the Graduate School now enforces two consecutive semesters of 9 credits. The concern is that this expectation will impact full time employees with severe financial penalties and/or necessitating relocation to Blacksburg.
- M. King will meet with Kumar Mallikarjunan to see if the decision has already been made.
- **ACTION:** H. Irvin made a motion that CAPFA believes that the residency requirements are a disadvantage to full time employees. J. Rezac seconded. It was voted unanimously to support opposition to the enforced residency requirements.

5. Composition/representation of CAPFA – Marilyn King

- CAPFA needs to evaluate equitable representation of all constituents on the Commission.. P. Hyer will look at the by-laws and review the history of the current distribution of positions. If a change needs to be made, it must happen before the elections.

6. Differences in maximum leave and payout limits for faculty and staff – Marilyn King

- This agenda item will be tabled until the fall.

7. Future agenda items:

- Outside Employment – Pat Hyer

As there were no additional items to be discussed, the meeting adjourned.

The next meeting is scheduled for **Monday, March 1, 1:00** p.m. in PBR - please note that the original date was scheduled for March 10.