

## MINUTES

Commission on Administrative and Professional Faculty Affairs  
March 18, 2009

Members present: Richard Sorensen, Charles Lytton, Kirk Wehner, Frances Keene, Kelly Oaks, Karen Eley Sanders, Michelle Adcock, Lou Gorr, Ray Ali, Melinda West

Members absent: Pat Hyer, Ellen Plummer, Tim Mize, Hal Irvin, Kevin Ayoub, Judy Ridinger, Marilyn King, Nick Spruill

Recorder: Kelly Oaks

### 1. Welcome and Introductions

Commission Chair F. Keene welcomed those in attendance.

### 2. A CAPFA Conversation with the Provost

- A draft agenda and information sheet for the 4/15 CAPFA Roundtable was distributed for discussion.
- 55 people have registered so far. CAPFA members were reminded to register if they have not already done so.
- Discussed if we needed to invite an executive from general administration to provide remarks. Frances indicated she would follow up with Vice President Sherwood Wilson to determine his availability and feasibility of this at this late point in the planning. It was discussed that this should be considered for future roundtables.
- Discussed the structure of the roundtables. CAPFA members will be expected to help lead discussions. Marilyn King is coordinating this aspect of the event and will contact members once the table topics have been identified.
- As part of the event, CAPFA will discuss opportunities for A/P faculty members to get involved in governance. CAPFA has 11 slots to fill next year.
- Discussed ways to fully include off-site A/P faculty. Adobe connect will be used so that off-site locations can participate in presentation section of the event. Discussed alternative strategies to ensure that Extension could participate in roundtable discussions. An e-mail will be sent to Extension A/P faculty to alert them of our intent to connect remotely so that they can participate in the presentation section of event. The May 2009 meeting of VESA was discussed as an option to facilitate a separate discussion. Frances will email the President of VESA to explore this opportunity.
- The May CAPFA meeting will be used to discuss the results of the roundtable and identify action items for CAPFA for 2009-10.

### 3. Resolution Updates

F. Keene provided an update on the status of our resolutions. Both resolutions will be presented to the BOV at their March meeting. Frances will provide an update on the results.

### 4. Elections

Nominations were solicited for a CAPFA Chair for 2009-10. By unanimous vote, which was moved and seconded, Frances Keene was elected the Chair of CAPFA for 2009-10.

5. Announcements

Nominations were solicited for a CAPFA Chair for 2009-10. By unanimous vote, which was moved and seconded, Frances Keene was elected the Chair of CAPFA for 2009-10.

Volunteers were solicited for the nominations committee. Karen Sanders volunteered. Ellen Plummer will be asked to participate on the nominations committee.

Kelly Oaks announced that she is leaving the university for a position at the University of Hawaii, Hilo.

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

The next meeting is scheduled for April 15<sup>th</sup> and will be held at The Inn.