

MINUTES

Commission on Administrative and Professional Faculty Affairs
October 14, 2009

Members present: Frances Keene, Ray Ali, Richard Sorensen, Lauren Ritter, Tarah Coleman, Hal Irvin, John Vest, Marilyn King, Ken Stanton, Karen Sanders, Peter Warren via phone

Members absent: Ellen Plummer, Lou Gorr, Tim Mize, Amy Hogan, Melinda West

Recorder: Cyndi Hutchison

1. Welcome and Introductions

Commission Chair F. Keene welcomed those in attendance.

2. Update on AP faculty task force

- F. Keene shared with the commission the AP Faculty minutes prior to the scheduled meeting.
- H. Irvin discussed the purpose of the task force is to handle the raised questions and the list of issues Dr. Steger provided them with. Some of the issues included were performance management and merit pay for AP faculty and the continued need for faculty to be given the opportunity to see how they are doing in the job and individual goals for the future.
- F. Keene will continue to send out AP updates and will distribute the task force meeting dates to CAPFA members.

3. November meeting with Sherwood Wilson

- This session has been scheduled to meet during CAPFA's normal meeting date and time. It will be held in the Solitude Room and the Inn.
- F. Keene has a meeting scheduled in the next few weeks to meet with Sherwood and a survey will be established for AP staff.
- This session will not have roundtable discussions, and CAPFA members will need to be part of the audience. F. Keene asked that CAPFA members plan to arrive a little early.
- For those unable to attend the session, Adobe Connect will be provided.
- The session hopes to address the following topics/issues:
 - Poor communication or expectations
 - Not adequate time of dismissal
 - Work expectations for AP faculty
 - Non-reappointments for AP faculty
 - Opportunities-employee relations or mediation teams
 - AP staff development in declining budget

4. Announcements and updates from CAPFA members

- H. Irvin reminded the group that the deadline is October 15 for the HR survey. He will share the results with CAPFA once it is available.
- H. Irvin said that the Winter Closing proposal is scheduled to be addressed at the Faculty Senate on October 15.

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

The next meeting is scheduled for November 11 at 1:30 p.m in the Solitude Room at the Inn.