

Minutes
Commission on Administrative and Professional Faculty Affairs
January 8, 2014 ~ 1:30 p.m. ~ 325 Burruss

- Present:** Mary Christian, Alicia Cohen, Roderick Hall, Jennifer Hundley, Travis Hundley, Hal Irvin, Ellen Plummer, Gary Shapiro, Debra Stoudt – Proxy for Joan Hirt, Jon Vest, Susan Volkmar, Karen Watson,
- Absent:** Tara Brent, Austin Tatum, Jon Wooge
- Guests:** Karen Saunders

Call to Order

The meeting was called to order at 1:30 p.m. The agenda was approved as presented, and the minutes from the last meeting on October 9, 2013 were approved electronically.

Information from VCU A/P Faculty Issues Panel Discussion

Ellen Plummer and Karen Saunders were invited to serve on a panel at VCU. The focus was an opportunity for advancement and growth, specifically at Virginia Commonwealth University. Karen noted that our A/P Faculty at Virginia Tech are in a much better place than others. There is a need for professional development for A/P faculty.

Karen and Ellen would like to host a speed networking event, similar to one they attended in Roanoke, which would offer A/P faculty a chance to meet 30 professionals in 3 rounds. It was very successful in Roanoke, with 300 professionals in attendance. The hosts for each table would consist of a diverse group.

Ideas for Spring Forum

It was suggested to consider a networking fair for the spring forum. Karen Saunders offered to assist with the planning. The planning committee will be Jennifer Hundley, Alicia Cohen, Hal Irvin, Ellen Plummer and Karen Saunders.

There was discussion on having Dr. Perillo as a speaker in April or May. Jennifer Hundley will contact Hunter Gresham regarding Dr. Perillo's availability.

Opportunity for CAPFA to help with Faculty Handbook

CAPFA will assist Ellen Plummer with realigning items in the policies and procedures of the Faculty Handbook in the spring. The faculty rely on CAPFA when they file a grievance or complaint. Ellen Plummer, Jack Finney, Hal Irvin, Rodney Irvin, and Jennifer Hundley had the opportunity to meet and discuss the grievance process for faculty and found that there is an opportunity for additional adjusting in the grievance process. This group may need to call on CAPFA for assistance or those who have served on a grievance panel in the past. Ellen Plummer will be working on this during the spring and would like to have this completed by the end of June. On average there is usually one grievance per year.

Other Items from Commission Members

There is interest in the Commission on Student Affairs and the Commission on Faculty Affairs to bring forward an adjustment to Policy 1025. The change is to add the language gender identity and gender expression. CAPFA should be a key partner in the discussion and resolution. The hope is to bring it to University Council in the fall.

Adjournment

There being no further business, the meeting was adjourned at 2:10 p.m. The next meeting will be February 12, 2014 from 1:30-3:00 in 325 Burruss.

Respectfully Submitted,

Sherri Albert
CAPFA Support Staff