

Commission on Administrative and Professional Faculty Affairs Minutes
January 11, 2017
1:30 p.m.
2317 North End Center

Present: Janice Austin, Mary Christian, Amy Hogan, Monika Lawless, Kirk Wehner, Laurie Brogdon, Nancy Dudek, Sandra Muse, Margaret Radcliffe, Kelly Rawlings

Absent: Mary Norris (with notice), Sue Teel (with notice), Laura Neff-Henderson (with notice), Allen Campbell (with notice), Randy Penson (with notice), Jacob Frey, Alex Fritz (with notice), Alan Grant, Jim Reinhard, Lujean Baab, David Close, Alicia Cohen, Debbie Greer,

Guests: N/A

Mr. Verbrugge called the meeting to order at 1:33 pm. A quorum was present.

Old Business

Survey Questions

The survey questions were finalized and will be distributed to the university community through various venues available.

New Business

Mr. Verbrugge asked the committee for feedback regarding issues that CAPFA wanted to present to the Commission Chairs meeting on February 6th.

Ms. Brogdon presented a summary of the issues that the Black Caucus presented to President Sands in a previous meeting. She specifically mentioned AP faculty in under-represented groups having issues with career development/progression and other issues within their departments.

Mr. Wehner proposed that Lori Baker-Lloyd attend a CAPFA meeting to discuss opportunities for employee development and the current climate survey. He also reported that President Sands has begun the process of searching for a Vice President for Human Resources discussed a proposed restructuring of Human Resources to decentralize the function, similar to the model currently used in CALS.

Ms. Brogdon discussed AP faculty's involvement in Beyond Boundaries and how we could become more involved, particularly in relation to our colleagues across the state.

Committee reports:

- **Transportation and Parking Committee:** No update.
- **Commission on Undergraduate Studies & Policies:** Ms. Rawlings presented that proposed change to the core curriculum to include a diversity-related course(s) and solicited feedback on how she should vote on behalf of CAPFA. She also discussed President Sands' initiative to increase underrepresented groups at the university.
- **Commission on Faculty Affairs:** Ms. Brogdon updated the commission on the assimilation of Carilion into the university, specifically that these individuals will be either an employee of Virginia Tech or of Carilion. Additionally, she discussed the collegiate faculty classification and related promotion track.
- **Commission on Equal Opportunity and Diversity:** Ms. Muse presented that this commission is working to include additional diversity-related material into the core curriculum. They are finalizing the wording and will present at the University Council meeting.
- **Staff Senate:** No update.
- **Graduate Student Assembly:** No update.
- **University Advisory Council on Strategic Budgeting and Planning:** Prior to the meeting, Mr. Penson provided an electronic summary of the Executive Budget for the 2016-18 biennium.
- **Student Government Association:** No update.
- **Commission on Research:** Ms. Dudek presented an update on the eFAR system.
- **Commission on Student Affairs:** No update.
- **Commission on Staff Policies and Affairs:** Ms. Radcliffe discussed a clarification of attendance policies for commissions.

Adjournment

There being no further business, the meeting was adjourned at 2:20 pm.