

Minutes
Commission on Administrative and Professional Faculty Affairs
February 8, 2012 ~ 1:30 p.m. ~ 325 Burruss

Present: Linda Bucy, Jessie Chen-Yu, Mary Christian, Roderick Hall, Amy Hogan, Travis Hundley, April Hylton, Hal Irvin, Peggy Layne, Scott Tate, Kirk Wehner, Kelley Woods

Absent: Alicia Cohen, Tara Frank, Kay Hunnings, Adam Smith, Judy Taylor, John Vest

Guests: None

Call to Order

The meeting was called to order at 1:32 p.m. The agenda was approved as presented, and the minutes from the last meeting on January 25, 2012 were approved electronically.

Updates on A/P Faculty Grievance Process and Documentation

Amy Hogan tabled this item until the next meeting. The Provost's Office still needs to review some of the proposed changes before she opens up the discussion with commission members.

Consulting and Conflict of Interest Policies

Last spring CAPFA began discussing the possibility of putting forward a recommendation that a slightly different set of guidelines on consulting be adapted for A/P faculty than what is currently outlined for all faculty in the handbook. Amy Hogan provided a handout that contained the section on consulting from the faculty handbook that currently applies to all faculty. As it is now, all faculty are allowed to do consulting one day per week not to exceed five days in any five-week period. The recommendation would be to change the guidelines for A/P faculty to allow only twelve consulting days per year. Rather than duplicating the whole section again if changes are approved, she suggested that perhaps the section could just be changed to stipulate the number of allowable consulting days based on the type of faculty. Concern was expressed regarding what is defined as a work week in the current guidelines. It was suggested that Kay Heidbreder or the Board of Visitors should be consulted before moving forward with possible changes due to the fact that some consider the work week a five day period and others consider it a seven day period. Amy will consult with University Legal on this issue and report her findings at the next meeting. There is also a task force currently looking at the conflict of interest policy as it relates to consulting. Once Amy receives a report from the task force, she will share that information.

Climate Survey

A handout was provided to attendees that showed the rate of the combined “strongly agree” and “somewhat agree” response to the 2011 climate survey. The document showed the overall university response rate and then a breakout response rate by type of employee. Shaded areas represented rates that were significantly higher or lower than the overall university rate. Yellow represented rates that were positive in comparison to the overall rate, and blue represented rates that were negative in comparison. There will be more information shared in the near future regarding the comparison of the 2009 climate survey data to the current data. Also, data for individual senior management areas will be extracted and shared with deans and vice presidents.

Other Updates

- The resolution on the conviction check policy is on the agenda for the next University Council meeting.
- There are still slots open for full-time faculty and staff memberships at McComas Gym.
- The university faculty and staff exit survey is up and running. The survey is sent out on a monthly basis to those who voluntarily separate from the university. The response rate for January was fifty percent.

Adjournment

There being no further business, the meeting was adjourned at 2:27 p.m. The next meeting will be March 14, 2012 from 1:30-3:00 in the President’s Board Room.

Respectfully Submitted,

Melissa Ball
CAPFA Support Staff