

# AP Faculty Senate

October 18, 2023 – 10 am to 12 pm

## Meeting Minutes

### ***Roll***

Roll for the meeting was taken and recorded via the Poll Everywhere attendance

Absent with alternate: Terri Pecora (Gonzalo Ortiz), Leanna Blevins (no alternate available), Tara Brent (no alternate available)

### ***Call to Order***

The regular meeting of the Administrative & Professional Faculty Senate of Virginia Polytechnic Institute & State University was held on October 18, 2023. President Janice Austin called the meeting to order at 10:01 AM

### ***Minutes***

September minutes voted on and approved via email

### ***Old Business***

#### *Beyond Boundaries Scholarship* update-Holli Gardner

- There is a new jumpstart page almost ready
- Hopefully the next meeting will be able to share our previous winner with the group

#### *A/P Faculty Professional Development Leave Working Group-Susan Short*

- This information is currently in the process of being approved by the stakeholders groups at the university level

#### *Job Architecture* update-Emily Hilgendorf

- [Job Architecture 101 Website](#)
- The new web application being created Emily will be available to everyone when live
- The goal is complete transparency of VT's job architecture: functions, families, disciplines, salary ranges, market ranges, etc
- Other universities have already completed this task and VT used those universities as a resource during this process
- Demonstration of the Job architecture user platform or "job catalog"
- The group hopes to create transparency around job architecture at Virginia Tech
- Full catalog is searchable based on fields (classification title, functions, sub-functions, disciplines, career tracks, career track role)
- Templates for entry into the catalog will be a good tool for consistency across university leadership
- This will allow for job search, job classification, career paths, etc
- Once data are compiled and entered in the catalog, it will be able to be used to view market ranges for salary and career paths

- Will the catalog be able to show different “markets” based on geographic location for example? We don’t need to reference different markets because the ranges created account for our different markets
- Will it be able to show real time position for faculty with a particular career path and will faculty be able to “subscribe to notifications”? The career paths in the catalog are static positions and may not change too frequently for added notifications

### ***New Business***

#### *Housing and Residential Well Being working group A/P Faculty representative-Janice Austin*

- Tristen Southerland is the Vice President of Shared Governance of the Undergraduate Student Senate and has partnered with the Commission on Undergraduate Student Affairs to create a new working group that was established a policy and practice working group around the living learning programs and residential well being
- This group was created when the residence hall federation was dissolved
- working group is charged to review and advise on broad policy issues regarding housing and residence life for on and off campus students
- There is an opportunity for a representative of the AP faculty to sit on this working group
- Please reach out to Janice if you are interested in being a part of this working group

#### *Update on [October 4<sup>th</sup> Board of Visitors special board meeting](#)-Janice Austin*

- New amended state budget was addressed at the university level and recommendations:
  - Comprehensive fees were partially refunded to students
  - December Compensation for faculty/staff
  - 2023-2024 Graduate Assistant compensation

#### *[Shared Governance Discussion](#)-Janice Austin*

- Feedback will be compiled and shared separately by Janice Austin

#### *CAPFA Updates-Stephanie Trout*

- CAPFA also received the shared governance questions and put together a survey to get responses/feedback
- We will discuss that further in November
- We will be looking for a new Vice President, but we have not publicly announced since CAPFA has not voted yet
- Susan Short reviewed the professional leave document and it will be reviewed by CAPFA

#### *Treasurer’s Report-Jennifer Jones*

- AP Faculty Senate has \$0 in funds

#### *Senate Committee Reports*

- Communications Committee-Enrigue Noyola
  - Newsletter work was completed at the most recent meeting
  - We will highlight a “get to know your senators”

- There will also be a publication for an important event or activity in the newsletter
- Elections & Nominations-Scott Weimer
  - No agenda items for most recent meeting
- Policies and Issues-Nicole Connors
  - The group continues to work through a formula for constituent groups
  - No meeting in November
  - Some constituent groups have very small numbers and with one senator with each group we would have a much larger number of senators
  - We are working through a way to best represent those small groups and will send out a questionnaire to determine how they want to be represented

*Other Updates from Committees and Commissions*

- Commission for Undergraduate Studies and Policies-Keri Swaby
  - This year will be reviewing academic policies for undergraduates
  - The most recent meeting discussed academic advising policies
  - Changes will come through the AP senate for feedback/approval
- Employee Benefits Committee
  - No report
- Commission of Faculty Affairs
  - No report
- Commencement-Marlena Lester
  - Currently planning logistics for December commencement
  - Plans for spring commencement may change and Marlena will keep us posted on those
- Campus Accessibility Working Group-Holli Gardner Drewry
  - First Accessibility and Awareness week is March 18-22: mark your calendar!
  - Keynote Speaker will be announced soon
- Diversity Committee-Juliet Dadras
  - If you are tired of misinformation on social media and elsewhere and are looking for more information on the Israel-Gaza conflict, you are welcome to attend Unpacking the Israel-Gaza Conflict: Implications for the Middle East and Beyond, on campus this Wednesday night at 6:00 PM - 7:45 PM (October 18th). The panel will be held in 120 Williams Hall (not Major Williams Hall.)
- Early Childhood Education Committee-Brandy Morse
  - Please take the survey that has been posted in VT News and other locations

*Other Topics or Business*

- None

*Announcements*

- Consider submitting stories to add to the A/P Faculty newsletter-email Ariana DiFillippo or Enrique Noyola

- [A/P Faculty Senate Governance Calendar](#)
- Doctoral Research Study by Andrea Kennedy

*Adjournment*

There being no further business, the meeting was adjourned at 11:23 am

Next Meeting November 15, 2023

Respectfully submitted,

Jennifer Jones  
Secretary/Treasurer