

**Administrative & Professional Faculty Senate
Wednesday, July 21, 2021
Via Zoom**

Senators or Alternates Present

Alex Parrish	Jeri Baker	Nancy Gruber
Brandy Morse	Joell Eifert	Pascha Gerni
Chad N. Proudfoot	Jon Greene	Scott Weimer
Exree Hipp III	Justin Grimes	Shane Ryan
Greg Fansler	Katie Polidoro	Susan Short
Holli Gardner Drewry	Keri Swaby	Tara Brent
Janice E. Austin	Mark Dennis	Terri Pecora
Jenni Schoner	Marlena Lester	
Jennifer Jones	Monica Crouse	

Minutes

The regular meeting of the Administrative & Professional Faculty Senate of Virginia Polytechnic Institute & State University was held on Wednesday, July 21, 2021 via Zoom.

Interim President Holli Gardner Drewry called the meeting to order at 3:03 PM.

Agenda

The Interim President laid before the Senate an updated agenda for the meeting and asked for its adoption. A motion was made by Susan Short, duly seconded, to adopt the revised agenda. The motion carried.

Minutes of June Meeting

The Interim President presented the minutes of the June meeting of the Senate, and asked for any corrections. Hearing none, a motion was made by Janice Austin, duly seconded, to approve the minutes as presented. The motion carried.

Officer Election Results

The Interim President announced the results of the officer elections that were held electronically following the June meeting. Those elected were:

President:	Holli Gardner Drewry
Vice-President:	Janice E. Austin
Secretary-Treasurer:	Chad N. Proudfoot
Parliamentarian:	Alex Parrish

Each officer-elect gave a brief introduction to the Senate. Thereupon, each elected officer duly assumed and began the discharge of their respective offices.

Roll Call

The President instructed the Secretary-Treasurer to call the roll. As each senator's name was called, he/she was invited to introduce themselves to the group.

A majority of the senators (or their alternates) having answered to the roll call, the Secretary-Treasurer announced to the President that a quorum was present for the transaction of business.

Committee Assignments

The President informed the Senate that the standing committees will need to be filled with appointed members. Following discussion about the committees and their purposes, the President announced that she would distribute a committee sign-up form electronically (including descriptions) so that Senators can rank the order of the committees on which they would like to serve.

CAPFA Membership During Transition

Since there will be a period of time over the next couple of years when duties and authority will transfer from the Commission on Administrative & Professional Faculty Affairs (CAPFA) to the Administrative & Professional Faculty Senate, there are issues that may arise which necessitate the discussion and/or adoption of transition procedures through this interim period. The President laid before the Senate a proposal to allow CAPFA members who are not Senators to vote as members of the Senate during the transition period.

Following a lengthy discussion, a motion was made by Susan Short, duly seconded, to retain the Senate's current organizational structure which does not provide voting membership for CAPFA members who are not elected senators. The motion carried.

Brainstorming of Top Priorities

The President asked the members of the Senate to have an open brainstorming session to articulate ideas for what should be the Senate's priorities during the coming year. Among those items brought forth were:

- Advancing a proposal to have the AP Faculty Senate President to serve as a non-voting member of the University Board of Visitors (as is the case with other governing bodies at the University);
- Having a goal to define the purpose of the Senate and what it does so that the larger University community understands its role.
- Providing for the training and onboarding of new Senators.
- Providing high quality communication to constituents.
- Reviewing the AP Faculty grievance process.
- Clarifying the relationship between the Senate and CAPFA.
- Developing a schematic about how the governance structures appear and operate.
- Developing a standardized performance management system for AP Faculty.
- Developing policies/procedures regarding flexible work hours and telework.
- Promoting transparency and accessibility for AP Faculty.
- Development of a job architecture project for AP Faculty.

The President said that she will record these ideas and recommendations so that they can be brought up for greater discussion and possible action moving forward.

Other Business

The President mentioned that she will work to get presentations lined up for Senate meetings in August and September, and if there are any ideas for these or future meetings to please let her know.

Pascha Gerni brought to the Senate's attention the elimination of some job titles in the research faculty ranks (such as project associate, project director, etc.) and the conversion of these to either AP Faculty or research associates as an important need for the movement on the job architecture project.

Alex Parrish discussed the preliminary development of an AP Faculty Senate website. The President mentioned that there is a very basic website up at the current time, but that we need to add much more information.

Presentation

Kim Thomason gave a presentation about the role of the Early Childhood Education Advisory Committee. She is in need of two additional committee members, and invited any of those with an interest in serving to let her know. Senators were asked to provide any names by Friday, and it was reminded that the two individuals to serve in this role do not need to be Senators.

Adjournment

There being no further business, Alex Parrish made a motion, duly seconded, to adjourn. The motion carried, and the meeting was adjourned at 4:21 PM.

Respectfully submitted,

Chad N. Proudfoot
Secretary-Treasurer