

## **Minutes**

### **Commission on Administrative and Professional Faculty Affairs**

May 8, 2013 ~ 1:30 p.m. ~ 325 Burruss

**Present:** Linda Bucy (chair), Jessie Chen-Yu, Mary Christian, Alicia Cohen, Roderick Hall, Jennifer Hundley, Travis Hundley, Hal Irvin, Kirk Wehner, Ashley Wood, Kelley Woods, Jon Wooge.

**Absent:** Kay Hunnings, April Hylton, Scott Tate, Jon Vest

#### **Call to Order**

- The meeting was called to order at 1:32 p.m. The minutes from the last meeting were approved electronically.

#### **Election of new Commission Chair for FY14**

- Linda Bucy distributed a handout with the CAPFA election results. Jennifer Hundley was nominated and seconded for the position of CAPFA Commission Chair. She was elected unanimously. Selection of the Vice Chair position will wait until the first meeting of the Fall term.

#### **Old Business: University Policy 13000 on Intellectual Property passed 2<sup>nd</sup> Reading of University Council on 4/29/13**

- University Policy 13000 is going to the BOV in June, after University Council approval on 4/29/13.
- Linda distributed a handout about the Academy of Faculty Service. These changes to the Faculty Handbook were approved in a second reading by the University Council. The changes will be considered by the BOV when all Faculty Handbook changes are reviewed in August.

#### **New Business: Speaker Series**

- Attendance was not as good as desired at the Spring Speaker Series, featuring Ruth Waalkes from the Center for the Arts.
- Linda led a discussion about ways to improve attendance at future sessions. She said she hoped it would be a goal for next year. Suggestions included: 1) sending a survey out to gauge interest in speakers; 2) having the speakers present at 3:30 pm so AP faculty could attend at the end of their workday; and 3) insuring speaker locations are easily accessible from a parking standpoint.

#### **Goals for FY14**

- Suggestions included: 1) the item above about the Speaker Series; 2) updates about the Affordable Care Act; 3) conversions from staff to AP faculty and

whether we should encourage conversion or remain neutral as an institution (it was pointed out that HR remains neutral since this is an employee decision); 4) more discussions about wellness resources given our new health care plan; and 5) getting more information from other AP representatives on other Commissions about the activities/plans of those other Commissions.

### **Recognition of Melissa Ball and Linda Bucy**

- A motion was made, seconded, and approved to recognize Melissa Ball for her service to CAPFA as secretary for the last three years.
- A motion was made, seconded, and approved thanking Linda Bucy for her outstanding service as CAPFA chair.

### **Other Items**

- Jon Wooge asked if the AP election process was smooth and simple from an administrative standpoint. Linda Bucy noted that the workload right now falls on the CAPFA chair. She said Jennifer Hundley may need some assistance next year, given the amount of time involved.

### **Adjournment**

- There being no further business, the meeting was adjourned at 2:02 pm.

Respectfully submitted,

Hal Irvin, CAPFA member