

AP Faculty Senate

January 18, 2023 – 10 a.m. to Noon

Roll

Roll for the meeting was taken and recorded via the Senate's Google Form.

Absent with notice: Leanna Blevins (extenuating circumstances), Terri Pecora

Call to Order

The regular meeting of the Administrative & Professional Faculty Senate of Virginia Polytechnic Institute & State University was held on January 18, 2023.

President Holli Gardner Drewry called the meeting to order at 10:04 AM

Minutes

December minutes to be approved: motion to approve by Lujean Babb and Stephanie Trout seconds. Motion carried.

Introduction-Demetria (DeeDee) Somervell

Unfinished Business

Philanthropic project update

- Our [donation site](#)
- Current donations: \$1205.00
- Within the next week Holli will research how to use a specific Giving Day ambassador link and hopefully we can win some additional money towards our scholarship
- We will go public for all AP faculty during our February newsletter, but senators may share the link with AP faculty now
- As Holli learns more about Giving Day she will keep us posted

A/P Faculty Sabbatical Working Group-Susan Short

- There is a new working group: Chad Proudfoot, Marlena Lester, Lujean Babb, AJ Prussin, and Holli Drewry with Susan Short chairing
- If others are interested in joining please email Susan Short

New Business

Parliamentarian Special Election

- Thanks to Jeri Baker for all of her service and good luck on your future endeavors!
- The parliamentarian is considered a “referee” when it comes to the rules and regulations during committee meetings; there are two monthly meeting requirements: faculty senate and executive board meeting
- Any faculty senator is able to hold this position
- We will continue the discussion through email to elect someone to the position
- The position will end on June 30, 2023

Job Architecture Update-Sandee Cheynet

- [Job architecture website](#)
- Congratulations to Demetria on her new position!
- Most recent deadline was January 13th and most of mapping/validation was complete; It will all be completed by Jan 20th
- The next task will be to “harmonize” all the information so it is unified across the university; this will include titles, descriptions, etc
- After the harmonization, Ernst and Young will define salary ranges and design a pay structure
- A template is currently being created to be accessible by all stakeholders via the internet (demo hopefully in March meeting)

CAPFA Updates-Janice Austin

- [Constitution and Bylaws-tracked changes](#)
- [Constitution and Bylaws-no changes](#)
- [CAPFA Resolution 2022-23A](#)
- Feedback from the other senates is required before CAPFA can complete the second reading
- It will come to AP Faculty senate after CAPFA's second reading
- If there are any other thoughts or questions do not hesitate to email Holli or Janice
- We need to create a working group for the constituent group to determine a formula to create groups and the number of senator representatives

Senate Committee Updates

- Communications Committee-Jeri Baker
 - Everyone should have received a copy of the newsletter on January 17th
 - A new chair needs to be chosen for the remainder of this year through June 30th
 - We will add the newsletter to our webpage and add links to it in each set of minutes
- Elections & Nominations-Keri Swaby
 - First meeting held on January 17th
 - If you are in a one year term or an alternate you are eligible for election (or re-election)
 - The committee is in the process or revamping the nomination form before elections
 - Nominations: open mid-February to March 3

- Elections: March 13-24
- One form stays open year round-how does that apply to a form that may only be open mid-February to March 3
- Any information for this cycle will be considered on the older form, but that is what the committee is being revamped and then will make sure there is only one location/form to submit

- Policies and Issues-Nicole Connors
 - Thank you to all the responses to our most recent resolutions
 - Spring meetings are being set up now
 - Congratulations to Nicole on her nuptials!
 - More resolutions will be coming in the Spring semester

Other Topics or Business

- None to date

Announcements

- Consider submitting stories to add to the A/P Faculty newsletter
- [A/P Faculty Senate Governance Calendar](#)
 - AP Senate president office hours are the second and fourth Tuesday of the month (in person and via zoom)
- [A/P Faculty Award Nominations](#) – Deadline Feb. 15, 2023, at 5 p.m.

Adjournment

There being no further business, the meeting was adjourned at 10:37 am

Next Meeting February 15, 2023

Respectfully submitted,

Jennifer Jones
Secretary/Treasurer