

# **Administrative & Professional Faculty Senate**

## **August 17, 2022**

### **Via Zoom**

#### ***Roll***

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

Absent: Susan Short (alternate), Morgan Snowadzky (no alternate), Sandee Cynet (alternate), Tara Brent (no alternate)

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

The regular meeting of the Administrative & Professional Faculty Senate of Virginia Polytechnic Institute & State University was held on August 17, 2022.

President Holli Gardner Drewry called the meeting to order at 10:03 AM

#### ***Minutes***

*June 15 Meeting Minutes to be sent out and approved with the August minutes*

#### ***Unfinished Business***

*Senator, alternates, and officer installation completed by Holli Gardner Drewry*

*Congratulations to all AP faculty award winners!*

*Next year's award nominations will be sent out in October to November*

#### ***New Business***

##### ***Governance Structure Update***

- Overview of the new governance structure will be presented at the September meeting
- If any information comes available before then Holli will send that information out

##### ***Academic Freedom/Freedom of Expression Task Force***

- Task Force convened by President Sands at the request of the Board of Visitors
- Provost Clark and Robert Weiss are sponsors of the task force
- Robin Queen will chair the task force
- First meetings have been completed and task force members are reviewing a plethora of information
- Information will come to the AP Faculty senate when it is ready
- Goal is to have a statement created by the end of fall 2022

##### ***Job Architecture Update-by Evans Lusuli***

- Congratulations to the faculty award winners!
- This project is very complex which is why it has not previously been completed
- Goal is to complete by fall 2022 so that it can be evaluated in spring 2023
- The project is currently broken down into 3 stages
  - Stage 1 (Pilot Phase)

- A framework has been developed and work has moved forward with the groups that are involved (Information Technology is a primary group)
  - Stage 2
    - 50-60% completed
    - August 18 deadline and August 21 for feedback from stakeholders
  - Stage 3
    - Continued evaluation of job functions

#### *Philanthropic Project Selection*

- Advancement is willing to work with us to collect funds so the project should be connected to Virginia Tech
- The Marketplace or The Employee Student Scholarship fund and the VT rescue squad would all be good examples
- \$10 per AP faculty member could raise \$20,000 towards a cause and make a huge impact
- This would be a great idea and a way for our new AP faculty to make an impact
- Holli proposes a vote to approve choosing a cause: 24 agree
- Options: a cause connected to faculty “leave”, student food insecurity, the Marketplace, the Student Emergency Fund, Little Hokie Hangout, child care resources
- It is important to make sure that the need we choose is not something that is already well funded
- Can we also be sure that we appeal to a cause that off campus AP faculty could support as well?
- Please send additional thoughts on causes to Holli
- We will complete research on the causes and bring it back to the AP faculty senate for continued discussion

#### *CAPFA Updates-Janice Austin*

- Commission on Administrative and Professional Faculty Affairs-To be determined
- AP faculty members are all welcome to join the meetings!
- CAPFA has representatives from all areas the university
- AP Faculty Senate Vice President is the chair of CAPFA
- Monthly commission meetings begin in September
  - Faculty Handbook updates
    - Up on schedule for September meeting
  - Constitution and Bylaws changes and updates
    - Will need to be aligned and CAPFA will bring this information to the AP faculty senate as it comes available
    - AP Faculty Senators should review chapter 7
- Does the AP Faculty senate need a resolution for our new philanthropic project? Should not need a resolution, but will need a proper vote within the Senate

#### *Committee Updates*

- Breakout rooms for committees to meet and elect a new chair for the committees

- Communications Committee
  - Jeri Baker will continue as chair
    - 2022-2023 goal is to get a quarterly newsletter created for all AP faculty to stay informed
    - Will meet monthly second Tuesday of the month at 11 am
  - Elections & Nominations
    - Keri Swaby and Terri Pecora will continue to co-chair
    - Will meet monthly based on availability of members
    - Revisions to bylaws have been submitted to CAPFA for review
  - Policies and Issues
    - Nicole Connors will be the chair for 2022-2023
    - Meetings will be held on Wednesdays the week before the Executive meeting
    - Shared folders will be updated based on new access

### ***Other Topics or Business***

- Constituents Working Group
  - Constitution update recommendation: move from 30 to 31 voting senators to allow for one additional Library senator
  - Updates to constituent working groups (see google doc)
  - [Constituent determination tool](#) created so AP faculty could better understand where they fall within the working groups
  - Draft determination tool available and updates can be made before publishing
  - Group choose not to make significant changes until the job architecture update is complete; from the job architecture categories could
  - Approximately 50-70 employees should be part of each group within the job architecture
  - After the initial updates are made, 5 year evaluation should be completed
  - Does the addition of one member change how we rotate senators on and off the AP faculty senate? AP faculty senate will need to discuss that when the time comes
  - Use the new designation tool and provide feedback!
- HR presentation will occur in September
- If there are any stories to submit on current AP faculty at the university please submit to Jeri Baker (jab518@vt.edu)

### ***Adjournment***

There being no further business, the meeting was adjourned at 11:11 AM.

Respectfully submitted,

Jennifer Jones

Secretary/Treasurer