

Administrative & Professional Faculty Senate
October 19, 2022
Via Zoom

Roll

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

Absent: Tara Brent (no alternate), Susan Short (alternate), Blair Allen (alternate)

Call to Order

The regular meeting of the Administrative & Professional Faculty Senate of Virginia Polytechnic Institute & State University was held on October 19, 2022.

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

Minutes

[September](#) minutes to be approved: motioned by Terri Pecora and seconded by Keri Swaby.

Motion carried.

Unfinished Business

Philanthropic project update

- Holli met with Dan Cleveland and Ann Bolton to determine what funds needed support
 - Three categories identified: The Market, Employee Dependant Scholarship, and Beyond Boundaries Scholarship (this one can be named for our organization and we can know who the student is that receives the funds)
 - All categories need funds to distribute yearly
 - Who does the Beyond Boundaries Scholarship target? First generation and Pell Grant eligible students; It also aligns with the newest initiative from President Sands
 - Vote submitted via online poll: 15 in favor of Beyond boundaries: 6 for Employee Dependent Scholarship fund; 4 in favor of the market
 - Beyond Boundaries is the new AP Faculty senate philanthropic project
 - Next steps will be to collect funds from our senators and then share out information with the larger group of constituents during a “quiet roll out phase”
 - We will share in our second newsletter and have it active during Giving Day
 - The initial goal is to raise \$3000 to get a “named scholarship”

New Business

Human Resources Talent Development, [Brain Trust program](#)-Avery Bakeley

- [Presentation Slides](#)
- A series of exploratory developmental sessions on five themes: leadership, feedback, trust, communication, and conflict

- See additional information below about Brain Trust session offerings
- Badging opportunities are available

Academic Freedom/Freedom of Expression Task Force-Janice Austin

- Feedback has been given on the initial draft
- An additional meeting on Friday, Oct 21 will be held by the taskforce to incorporate most recent feedback
- Next week a draft will be given to AP faculty senate to review and give input

Job Architecture Update-Sandee Cheynet

- The group continues to work through the position description phase and data organization
- Well done CALS for the largest group within the pilot phase
- The group will be presenting to the Board of Visitors at the November meeting
- Thank you to the AP faculty senate for the support so far and ongoing support

CAPFA Updates-Janice Austin

- [Constitution and Bylaws-tracked changes](#)
- [Constitution and Bylaws-no changes](#)
- There was a working group from 2 years ago that initially created the bylaws
- Now that we have worked through two years of our AP faculty senate there have been some “tweaks” based on what we have learned
- New governance changes within the university council constitution required changes to the AP faculty senate constitution
- The provided links are documents with two different views since there are many suggestions
- Please read through the documents and send Janice Austin any feedback you have however it is most convenient to you: use the sticky note function in PDF form; print the document, mark it up, and send it electronically or physically to Janice; or send Janice an email or set up a time to talk with her
- Submit feedback by November 9, 2022
- From there it will return to CAPFA for finalization and then continue through the official governance process for approval
- AP faculty senate will also see it again attached to the resolution to be voted on

Senate Committee Updates

- Communications Committee-Jeri Baker
 - We met in October and will now be meeting during the third week of the month
 - We have new information on Ensemble to create a newsletter
 - Submit your AP faculty story for the new AP newsletter-Jeri Baker (jab518@vt.edu)

- The current site has information now for each person and has a link with contact information through people search
- www.apfacultysenate.vt.edu -if there is something that needs to be updated let Jeri or Holli know
- Elections & Nominations-Terri Pecora
 - Have not been required to meet to date
 - Filled a vacant position with an alternate
- Policies and Issues-Nicole Connors
 - No previous meeting, but this month will be addressing current resolutions
 - Two resolutions have been submitted for AP faculty vote
 - Resolution CUSP 2022-2023A: 91% of votes endorsed
 - Resolution COED 2022-2023A: 81% of votes endorsed
 - Commission of Faculty Affairs is discussing Emeritus status and Janice Austin will be the CAPFA representative for that discussion
- Other Committees and Commissions
 - Commencement Committee-Marlena Lester
 - met on Oct 5 and focused on Fall Commencement (Dec 16)
 - Addressed responsibilities for college level committees
 - Staff Policy and Affairs-Alex Parrish
 - There was discussion on the new staff evaluation system
 - Commission on Research-Leanna Blevins
 - Discussion around how the university defines “centers” so that everyone can be consistent in their use of the term
 - The group hopes to have some recommendations this spring but it will take time because of the university level interest
 - Budget and Planning Committee-Nancy Gruber
 - Budgeting structure of the university and funding overview was given
 - Nancy can share minutes if anyone would like them

Other Topics or Business

- How can we determine how many faculty senators are in particular constituent groups? There was a tool created but does not explain how the numbers for each of the groups are determined?
- Holli can share [the spreadsheet](#) that was used to determine the initial numbers during the summer of 2020
- The “1 senator per approximately 50 constituents” was a recommendation of the constituent groups working group

- The library constituency group was updated based on an error in the numbers of faculty who were communicated with
- All of these changes will be addressed in the constitution and bylaws so nothing is set in stone currently
- The draft of the new constitution currently states one library senator and this is the opportunity to give feedback to Janice and make changes if needed
- To clarify: there are approximately 220 extension agents who are AP faculty; not over 500

Announcements

- Submit your AP faculty story for the new AP newsletter-Jeri Baker (jab518@vt.edu)
- Holli created an AP faculty senate meetings google list so that other stakeholders can be involved and informed
- There is also a link now for faculty to add themselves to the list
- Don't forget to submit your votes for the two outstanding resolutions

Adjournment

There being no further business, the meeting was adjourned at 10:56 AM.

Additional Brain Trust Information

Questions regarding Braintrust, please contact Talent Development Director Greg Beecher - gbeecher@vt.edu

BRAINTRUST sessions

Leadership

<https://virginiatech.pageuppeople.com/learning/7916> - Held OCTOBER 3rd

Sept. 27 in-person AM

Oct. 3 virtual AM

Feedback

<https://virginiatech.pageuppeople.com/learning/7921>

Oct. 31 in-person AM

Nov. 3 virtual PM

Trust

<https://virginiatech.pageuppeople.com/learning/7922> - VIA ZOOM on October 25th

Oct. 17 in-person PM

Oct. 25 virtual AM

Communication

<https://virginiatech.pageuppeople.com/learning/7923>

Nov. 29 in-person AM

Dec. 1 virtual PM

Conflict

<https://virginiatech.pageuppeople.com/learning/7924>

Nov. 17 in-person AM

Nov. 14 virtual AM

BRAINTRUST SERIES

<https://virginiatech.pageuppeople.com/learning/7925>

Next Meeting November 16, 2022

Respectfully submitted,

Jennifer Jones

Secretary/Treasurer