

Administrative and Professional Faculty Senate
Business Meeting
December 11, 2024 – 3pm
McConnell Library 170/ RUC 3rd Floor Board Room

Present: Doug Benedict, Ashlee Claud, Vanessa Conner, Chat Hyatt, Kay Johnson, Andrew Price, Sean Ramsey, Malinda Tasler, Juan Urista, Paula Vaughn-Burroughs, Meghan Viet

Absent: Staci Allen, Tom Bennett, Sandra Bond, Avraham Boruchowitz, Cory Durand, David Halpin, Debra Johnson, Mark Lambert, Eric Lovik, Jess Rothe, Tom Snediker

Guests: Jenene Lewis, Margaret McManus, Leah Taylor

1. Call to Order: The meeting was called to order at 3:03 pm by President Ashlee Claud.

2. Approval of Minutes: The minutes from November 13, 2024 were approved.

3. Guest Speaker: Leah Taylor, Assistant Vice President, Human Resources

1. Salaries – FLSA was struck down for salaries for exempt. The next threshold was in January for \$58,000. No one's salaries will be taken at the \$43,000 threshold. We may be bringing in more AP Faculty (AP starts at \$41,000 at payband 1). We do not know if the discrepancy will be addressed. AP are wondering if they would be taken out of exempt depending on the threshold. Those making below \$43,000 could be moved to non-exempt positions, but Radford would have to look at overtime costs before moving salaries to \$43,000.

Coaches and teaching are exempt from the FLSA minimum salary threshold, and they were not moved to \$43,000. HR makes these decisions using guidelines from DHRM and a checklist on exempt vs non-exempt.

Q. Why are coaches not included since they put in more overtime than 50% of AP?

A. We're following federal guidelines. We did bring them to \$41,000, which is above the current threshold when the threshold moved back to the previous one. Teachers could be trainers.

Discussion: It is a challenge to get applicants for coaching/training positions with the salary. Radford can pay more than the minimum. HR doesn't determine the budget for salaries. The Gallagher study compared institutions. We have longtime employees with higher salaries.

2. PageUp – Training will start in January. Kick off with Personnel Management. The Classified Staff cycle will be January through December. AP Senate's October cycle is not changing because of the AP Handbook. We may need discussions about the AP cycle. The PeopleAdmin system will be closed out.

Q. Wouldn't it make more sense for AP to align with the academic calendar?

A. It is time to look at aligning with classified, or a different cycle. Maybe no date should be quantified in the AP Handbook.

Discussion on the evaluation categories in PeopleAdmin not reflecting position descriptions. They were based on AP Handbook categories, but it was pointed out that the wording in the performance plans/evaluations is not in the AP Handbook.

Q. Should performance plans for people hired after November 25 be entered in PeopleAdmin or PageUp?

A. We would like you to wait for January and enter it into PageUp.

Q. When does the holiday start? A. December 24th.

4. Announcements/Other:

1. The Morale Survey summary is not ready today.
2. The January 8 AP Senate Business Meeting is cancelled.
3. Who should we invite to speak at AP Senate? Suggestions – Penny White, Robert Hoover, Jorge Coartney, IT-related, E-sports...
4. AP Faculty Awards – Ashlee is awaiting a word from the Provost Office.
5. Commencement is coming up this week. Hooding is on Friday; undergraduate commencement is Saturday.
6. Next Friday is a Double Header – 1:00 Men's, 3:30 Women's. You can listen to the away games on WVRU.

5. Adjournment: The meeting adjourned at 3:40 pm.

Future Meeting Dates:

- February 12 – Guest Speaker, Jennifer Resor-Whicker, University Librarian
- March 12 – Guest Speaker, President Bret Danilowicz
- April 9 - TBD