

**Administrative and Professional Faculty Senate  
Special Business Meeting  
March 19, 2025  
McConnell Library 170/ RUC 3<sup>rd</sup> Floor Board Room**

**Present:** Staci Allen, Doug Benedict, Ashlee Claud, Vanessa Conner, David Halpin, Debra Johnson, Kay Johnson, Mark Lambert, Eric Lovik, Jess Rothe, Tom Snediker, Meghan Viet

**Absent:** Tom Bennett, Sandra Bond, Avraham Boruchowitz, Cory Durand, Chat Hyatt, Andrew Price, Sean Ramsey, Malinda Tasler, Juan Urista, Paula Vaughan-Burroughs

1. **Call to Order:** The meeting was called to order at 3:05 pm by President Ashlee Claud.
2. **Old Business: AP Handbook Changes:** Ashlee heard back about the Performance Cycle edits, and will get the revision out next week. The Handbook will be on the April meeting agenda.
3. **Discussion: Survey 2024 Summary Text** – The Survey group has not looked at the summary comments. Edits were suggested and questions asked about AI wording. Generic AI wording needs to be Radfordized, such as changing “your institution” to Radford University.
4. **Adjournment:** The meeting adjourned at ca. 4:00 pm.