

Minutes of the Administrative and Professional Faculty Senate: March 18, 2013

Senators in attendance: Ashlee Claud, Elizabeth McCormick, Alice Coughlin, Beth Deskins, Jeff Orzolek, Matt Haga, Rob Davis, Donna Spradlin

Senators unable to attend: Robyn Porterfield, Tolga Durak, James Harman, Brent Chumbley, Laura Noll, Stephanie Jennelle, Ed Oakes

Meeting started at 10:04 AM; February's minutes were approved.

1. AP evaluation sub-committee report:
  - a. Are there groups needing exception to a common evaluation? President, Cabinet, Deans, Athletics (party – different cycle, same methodology), Library
  - b. Looking at other universities with good evaluations to use as a basis for Radford's.
  - c. This involves both a common timeline and a common document.
  - d. Documents to be housed at HR.
2. Handbook revision report:
  - a. President Kyle thinks current timeline for AP evaluations needs to change – there's no reason to turn in in November; change to match the fiscal year cycle.
  - b. Having evaluations due at beginning of July coincides with end-of-year spending across campus – would be hard to do all of it at the same time.
  - c. Insert into the Handbook a new timeline: July 1-August 15 deadline to have evaluations to HR.
3. Internal Governance Task Force report:
  - a. Unanimous vote to keep all three Senates; Rod Smolla said he would support whatever we decided.
  - b. Task Force is now defining the jobs of each Senate and determining whether certain IG committees on campus need to exist as separate entities.
4. AP Senate Elections: Seats need to be filled:
  - a. Academic Affairs – two seats (currently held by Spradlin and Noll)
  - b. Athletics – two seats (currently held by Chumbley and Davis)
  - c. Finance & Administration: 1 seat (currently held by Jennelle)
  - d. Information Technology: 1 seat (currently held by Claud)
  - e. Student Affairs – 1 seat (currently held by Coughlin)
  - f. University Advancement – 1 seat (currently held by Porterfield)
  - g. Nominations will be taken until April 1 – nominee has the option to include a brief statement about him- or herself. At the April 8 meeting of the AP Senate, the candidates will be announced. Voting will begin on April 15 and continue through the 19<sup>th</sup>. New Senators are to attend the May 6 meeting; at that meeting we will also elect new Senate officers (all offices are open).

Next meeting will be April 8 at 10 AM (Senate officers will meet separately at 9:30) in the Bonnie Combo Room.

Meeting adjourned at 10:49 AM.