

Minutes of the Administrative and Professional Faculty Senate: May 6, 2013

Senators in attendance: Ashlee Claud, Elizabeth McCormick, Alice Coughlin, Beth Deskins, Jeff Orzolek, Rob Davis, Donna Spradlin, Angela DeVore-Green, Tolga Durak, Brent Chumbley, Phil Crigger, Scott Bennett, Stephanie Jennelle, James Harman, Joey Sword, Leslie Anderson, Tony Lee, Ed Oakes, Laura Noll

Guests: Tracey Mattson, Tom Cruise, Erin Webster Garrett, Jaime Hunt, Jaslyn Gilbert, Charlie Cosmato

Senators unable to attend: Matt Haga, Robyn Porterfield

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

1. Welcome to new Senators:
 - a. Executive/Athletics: Scott Bennett and Leslie Anderson
 - b. Finance & Administration: Phil Crigger
 - c. University Advancement: Tony Lee
 - d. Student Affairs: Angela DeVore-Green
 - e. Executive: Joey Sword
 - f. Ashlee Claud moved, and Alice Coughlin seconded, to approve the Cabinet's nomination of Ed Oakes as the (continuing) liaison for AP Senate. All present approved.
2. Election of new officers:
 - a. President: Ashlee Claud
 - b. Vice-President: Jeff Orzolek
 - c. Parliamentarian: Beth Deskins
 - d. Secretary: Elizabeth McCormick
3. Internal Governance Task Force report:
 - a. Erin Webster Garrett, chair of the Task Force, was present to give an update and presented the Senate with copies of the Executive Summary.
 - b. 44 governance committees were narrowed down to 16; the rest were considered administrative/managerial.
 - c. There was discussion of getting non-voting seats at Board of Visitors meetings for representatives from both the Staff and AP Senates. Oakes made the point that we should start attending the Board meetings, if we want a seat at the table.
 - d. Charlie Cosmato said there was a failure to define what type of governance we do. We need a strong statement about substantive versus procedural governance. Webster Garrett replied that there is shared versus collaborative governance; people are frustrated by the process and (lack of) communication.
 - e. Webster Garrett mentioned the timeline now: on May 20, the writing team meets so please send feedback on the Executive Summary. They would also love to have volunteers to serve on the writing team, which will meet throughout the summer. By September 15, they plan to have a draft to send to the three Senates and President Kyle. In the Fall, they will meet with the Senates and then have a campus forum in December 2013. In May 2014, the new internal governance document will go to the Board of Visitors to be ratified.
4. AP Evaluation sub-committee report: there will be a meeting in the next week or so about the revised James Madison University document.
5. AP handbook sub-committee report:
 - a. Document is being proof-read one more time before going to Christina Brogdon, the Executive Director of Human Resources.

- b. Jaime Hunt asked if the document would be sent to the AP faculty. There was an explanation by Claud and Elizabeth McCormick about what has been done in the past two years: mainly that the appendix is gone and we have condensed sections covered by the Virginia Department of Human Resources so that they simply link out to the DHRM policies. Right now, mainly wordsmithing and punctuation is being done. Once this version of the handbook has been approved, the Senate will begin work on the big changes that Claud has been noting. Once those have been made, the document will be sent to all AP faculty for review. Oakes recommended that we move that the AP Senate has the authority to send the document forward. Donna Spradlin made the motion, which was seconded by Laura Noll.
6. AP Senate mission statement: Beth Deskins and Donna Spradlin have been working on this and will re-examine it as it relates to the Internal Governance Task Force's Executive Summary. They invite comments as to wording for the mission statement.

Next meeting will be some time during the second week of August. Claud will send out a Doodle poll of the Senators to determine a day and time.

Meeting adjourned at 11:00 AM.