Administrative and Professional Faculty Senate  
February 19, 2020  
Heth 043

Members Present: Scott Bennett, Sandra Bond, Chris Bridgers, Ashlee Claud, Emily Ewoldt, Alix Guynn, Gwen Houston, Eric Lovik, Albert Mah, Chip Mann, Mary Catherine Santoro, Jessica Twiest

Members Absent: Tom Bluestein, Andy Borak Melanie Fox, James Harman, Kay Johnson, David Wheeler

Guests: Carolyn Clayter, Lisa Kozial, Janice Linkous, Wendy Lowery, Elizabeth McCormick (for Kay Johnson), Justin Martin, Margaret McManus,

1. Call to Order – The meeting called to order at 3:30 pm by President Ashlee Claud.
2. Approval of Minutes – The minutes from January 15, 2020 were approved.
3. New Senators – Welcome to James Harman, from University Relations, and Mary Catherine Santoro from RUC.
4. Guest Speaker: Wendy Lowery, Vice President for Advancement –
   a. Her department is now fully staffed.
   b. Every college on campus has a gift officer.
   c. Explained the upcoming Capital Campaign: $100-million goal. Takes place over several years and mirrors the Strategic Plan. Has two phases: silent and public. They try to raise at least half of the goal during the silent phase. University is now at $55-million and is in year three of a seven-year program.
   d. Wants our support by being champions for the cause; get word out to get more donations from faculty/staff. Donations from employees only constitute 17%; national average is 25%. Alumni giving is only at four percent; national average is seven percent.
   e. Gave out copies of the generic version of the campaign booklet, along with a lapel pin, to each Senator. Booklets will be tailored to specific (groups of) donors.
   f. April 18: black tie gala for big donors and alumni. Carolyn Clayter, Director of Annual Giving, explained more about this. April 15 has a celebration to kick off the college-based donation competition.
   g. Donations can be done through payroll deduction. If what you want to donate to isn’t obvious, contact their office for help.
   h. McCormick asked about McConnell Library, since it isn’t a college. Lowery responded that there were possible naming opportunities. McCormick also asked about putting up a donation button on the Library’s home page, since many academic libraries do that to raise money for their collections. Lowery said to talk to her about such a button.

5. New Administrators – Chad Reed introduced Crystal Cregger, the new University Budget Director, and Amel Cuskovic, Assistant Vice President for Human Resources. Cuskovic is
already looking into getting wording for maternity/family leave into the AP Faculty Handbook that mirrors the wording for Classified Staff.

6. **Old Business: Amend Article IV of the Bylaws** –
   a. Discussion about keeping or removing department names after Central Administration.
   b. Claud and McCormick prefer having a URL in parentheses after “Central Administration” but Bond and others preferred having the departments there.
   c. Houston moved to leave the wording as-is; Lovik seconded. Motion passed. See Revised Article IV at bottom of the minutes.

7. **New Business: AP Faculty Senate Election** – The election process starts at the March 2020 meeting.

8. **Announcements:**
   1. ESPNU basketball covers Radford.
   2. Women’s History Month is March.
   3. This Saturday, February 22: Volunteer Summit: learn how to be a volunteer, then head over to join in the Polar Plunge, then watch the double-header. Athletic alumni will be at the double-header.
   4. Need a Vice President for AP Senate. Any takers?
   5. Senate needs guest speakers for the March and April meetings; President Hemphill will be the speaker at the June meeting.
   6. April 24: Highlander Pride weekend; golf tournament this day. April 25 is a half-marathon and 5k in Bissett, ending with a food truck rodeo. Money from tournament and race registrations goes toward scholarships for Athletics.

9. **Adjournment:** The meeting adjourned at 4:28 pm.

**Future Meeting Dates:**
- March 18
- April 15
- May 20

**Bylaws Revision (Article IV – Membership):**

*Definitions*

University Division: Units headed by the President or a Vice President/Provost as defined by the current University organizational chart available on the President’s web site: https://www.radford.edu/content/president/home/organization-structure.html.

As of x/x/2020, the areas with Senate representation are as follows:

- Academic Affairs
- Central Administration (Presidential/Athletics/Center for Career and Talent Development/Institutional Equity)
- Enrollment Management
- Finance & Administration
- Information Technology
- Student Affairs
- University Advancement
- University Relations

For up-to-date information, please see the University organizational chart.