

Administrative and Professional Faculty Senate
Business Meeting Minutes
May 15, 2024 at 3:00 p.m.
Heth 43/RUC 3rd Floor Board Room

Present: Staci Allen, Tom Bennett, Sandra Bond, Ashlee Claud, Vanessa Conner, Mary Francis,

Q. What does it mean that a length of notice is 12 months if our contract year runs June 25 through June 24? What if you are notified in January?

A. If the contract ends before the 12 months, you receive a terminal contract that extends to the 12-month period.

Q. Do you get notice if you are dismissed because of sanctions?

for the \$500 award for student nominated by the recipient. It would be awkward to have awards that are different from the others. Do we go forward in nominating a student?

Discussion:

- If we delay the student piece, we might lose out on the other part.
- Does AP Senate have the money? Ashlee – We have \$300, but haven't spent it.
- It makes sense to give the student award, especially since this is for student success.

The awards are paused until further funding sources are explored.

5. **Elections Update (Ashlee Claud):**

None of the divisions had contested elections. Terms start July 1. Enrollment Management & Strategic Communications, and Economic Development are new divisions to Radford. Tom Bennett is now in Economic Development, Stephanie Hovsepian in Academic Affairs, and Mark Lambert in Enrollment Management & Strategic Communications.

Newly elected/re-elected senators are:

- Academic Affairs – Tom Snediker
- Central Administration – Malinda Tasler and Chad Hyatt. Another senator is needed since Tom Bennett's division changed.
- Economic Development – Another senator is needed.
- RUC – David Halpin
- Library – Kay Johnson
- Finance & Administration – Avraham Boruchowitz and Sean Ramsey
- Student Affairs – Mary Francis is leaving, so we will need another senator.
- University Advancement – Vanessa Conner volunteered to be senator.

Please send your senator recommendations to Ashlee for the unfilled positions.

6. **Morale Survey:** Ashlee announced this year's morale survey will be sent out sometime over the summer. Since there is not much feedback about changes, the survey will be the same as last year's.

7. **Discussion: Zoom Option for AP Senate:** Ashlee has received a request from an out-of-state Radford University employee for the option to Zoom AP Senate Meetings. Other senates have a Zoom option.

Feedback:

- The university officially sanctions telework. Teleworkers should be able to attend.
- I appreciate the benefits of being in person with my colleagues at RUC, but I can see and c.1 (m)4 (i)4/LBody AMCID1.6

- Would a webinar style link be better? It is a separate license.
- If someone has extenuating circumstances, it would be nice to have a Zoom link.
- We can meet people by Zoom.

Ashlee acted on Sandra Bond's suggestion to take feedback on Zoom to the AP Senate Executive Committee to discuss, then present at a future meeting. Please send feedback to Ashlee by June 5.

8. Adjournment: The meeting adjourned at 4:02 pm.

Future Meeting Dates:

- June 12
- July 10
- August 14

Following Pages:

Radford University Administrative and Professional Faculty Handbook

Only the edited pages are below. The full handbook is available at:

<https://www.radford.edu/content/dam/departments/administrative/human-resources/handbooks/APHandbook120817.pdf>

Proposed changes for meeting discussion are in red.

Proposed changes after meeting discussion are in blue.

1.2 TERMS AND CONDITIONS OF APPOINTMENT AND CONTINUING EMPLOYMENT

Initial appointments to AP positions are typically 12 month term contracts. In some cases, the appointment can
be of 9,e _____

_____ - _____
- _____ -

1.3.1 Suspension

In cases where the severity of the offense does not meet the standard for

AP members with less than five consecutive years of service at Radford University may accrue annual leave and carry over up to a maximum of 240 hours of leave from one calendar year to the next. AP members with five or more consecutive years of service at Radford University may accrue annual leave and carry over up to a maximum of 280 hours of leave from one calendar year to the next.