

February 14, 2024 at 3:00 p.m.
McConnell Library 170/RUC 3rd Floor Board Room

Staci Allen, Sandra Bond, Ashlee Claud, Vanessa Conner, Emily Fitzgerald, Mary Francis, David Halpin, Matt Harman, Stephanie Hovsepian, Debra Johnson, Kay Johnson, Mark Lambert, Jess Rothe, Deana Sentman, Scott Shull, Tom Snediker, Susan Trageser (Cabinet Liaison), Juan Urista, Meghan Viet

Tom Bennett, Charley Cosmato, Chad Hyatt, Eric Lovik, Malinda Tasler

Rob Hoover, Sean Ramsey

The meeting was called to order at 3:00

Guest: Rob Hoover, Radford University
Vice President for Finance and Administration. (See contract minutes)

Ashlee Claud introduced the topic and background. JMU has asked to propose a 3-year contract. Virginia Tech and UVA have renewal.

Discussion: Every year, AP Faculty report anxiety over the wording. At a minimum, the wording should be updated. What proposed changes? Messaging? The wording can be changed.

Concerns raised included inconsistencies in contracting, some contracts; the appearance of positions being temporary; some positions because of the contract; positions moving from non-hires from other institutions that do not use contracts related to

To strengthen retention, the proposed three-year plan includes employees working five consecutive years before applying for an extended contract. Hoover prefers putting that on the supervisor instead of by employee request. Also, as an incentive for new hires, the initial contract could be 12 months, and subsequent contracts three years. Staff have more protection than AP Faculty, and different institutions have different types of staffing. UVA no longer has AP Faculty; they have university staff. Further discussion revealed some AP Faculty had probationary periods, and others did not. The first year could suffice as the probationary period, and then go on a 3-year contract.

Hoover will consult with Human Resources and bring back other proposals from them. Based on our feedback, he thinks we can come back with at least a 3-year contract. He added we should stop the paper contracts process; these sorts of processes are good targets for automation.

y e o

- o Education career fair: February 16, not just teachers, includes IT, finance, etc.
- o Homecoming: October 3-5. Lots of fun.
- o Red & White Gala: April 26
- o Traditions Week: April 1-6.
- o All Spring Career Fair: March 13.
- x From Susan Trageser:
 - o SGA Unity Fest: April 13.
 - o Family Weekend: Sept. 27-29.
- x From Jess Rothe:
 - o Out of the Darkness Walk (Suicide prevention): April 13.
 - o ESPN at Dedmon Center: tomorrow.
 - o NIRSA Rec Day (National Recreation Day): February 22

No 45.ootwfun18003 Tw (013/10.2



AP members whose contracts are not being renewed will receive written notice of the non-renewal. The length of the notice is determined by the length of the AP member's Radford University years of service as follows:

Length of Notice:

Less than 1 year of service 1 month notice

1 to 5 years of service 3 months notice

More than 5 years of service ~~the full term of one contract~~ 12 months notice

(NOTE: Restricted AP positions are covered under section 1.1.4 and are not subject to provisions of this section.)

If the contract of an AP member is not being renewed, he or she will be presented with a notification of nonrenewal of the contract from the office offering the contract through their supervisor. The notice of non-renewal will specify the notice period required for the AP member based on his or her length of service. If the notice period extends beyond the current contract period, the AP member will receive a terminal appointment letter for the period between the ending date of the current contract and the ending date of the required notice. For example, if an individual on a 12-month contract with four years of service is notified on May 25 that his or her contract is not being renewed, he or she will receive a terminal appointment letter for the period of June 25 to August 24 to meet the notice requirement of three months. However, if the same AP member is notified on March 25 that his or her contract is not being renewed, he or she will have been given the required notice of three months by the end of the current contract and a terminal appointment letter for a period beyond the current contract will not be necessary. The non-renewal of a contract with the appropriate notice is not grievable as defined in Section 1.10 of this Handbook and does not fall under the AP grievance procedure.