

Minutes of the Administrative and Professional Faculty Senate: Feb. 23, 2012

In attendance: Deneen Evans, Ashlee Claud, Elizabeth McCormick, Alice Coughlin, Tolga Durak, Laura Noll, Dennie Templeton, Ed Oakes, Carrie Silliman, Lisa McDaniel, Robbie Davis

Meeting started at 8:35 AM; January's minutes were approved.

Dennie Templeton gave an emergency management update:

- Continuity of Operations Plan (COOP) – how does the university operate after a major disaster? Each department needs to know what it needs to function.
- March 21 – statewide tornado drill; our participation will focus on residence halls and The Bonnie.
- Snow emergency alert feedback from people wondering why they were getting alerts when they were not connected to the university.
- Want a better alert crawl, one that becomes a full-screen alert with acknowledgement button.
- We have National Weather Service storm readiness certification.

Tolga Durak spoke briefly about a new fire alarm system that is being investigated; it might be donated to the university and is similar to what the library got but details are still coming. He also explained what his office does for the campus.

AP Senate By-Laws: Deneen Evans had not received any comments on the changes so voting was held and the changes were approved by all Senators present.

AP Handbook update: a sub-committee will meet to do a final review for wording and to look at the section on faculty evaluation. Ed Oakes explained why the timing of evaluations is the way it is. Laura Noll mentioned that Dean Grady told her that evaluations should be moved to no later than finals week or the week after, before non-12-month employees disappear for the summer.

Time frame: on March 6, the sub-committee will meet to perform final edits on the Handbook. An emergency AP Senate meeting during the week after Spring Break will be held to discuss the final draft. Then Deneen will send out the Handbook to all AP faculty so that it can go back to the AP Senate by April 1. Ed mentioned that the President's Cabinet will decide if it needs to be reviewed by the Attorney General's office.

AP holidays: someone on campus let Deneen know that she didn't think we had parity with other state workers in regard to state holidays. This person thought that the governor was giving state employees more time off than university employees were getting. After discussion, the Senators decided that we were indeed getting as many days off as other state employees, just not the exact same days.

AP Senate seats/elections: by March 1, Deneen will have a list of seats coming open. By the April meeting, Senators will need to have elected new Senate officers.

AP Senate web site: Elizabeth McCormick volunteered to take this over; needs to get training on the CMS first. Carrie Silliman volunteered to help with the web site.

Campus search updates:

- Equity officer candidates on campus this week
- Diversity director search still in progress
- Associate VP of Finance – interviews are happening
- Director of residential life just hired

Meeting adjourned at 10:00.