

Minutes of the Administrative and Professional Faculty Senate: November 12, 2013

Senators in attendance: Ashlee Claud, Beth Deskins, Jeff Orzolek, Leslie Anderson, James Harman, Scott Bennett, Matt Haga, Loretta Estes

Senators unable to attend: Angela DeVore-Green, Donna Spradlin, Phil Crigger, Tony Lee, Elizabeth McCormick

Retired from the Senate: Tolga Durak

Guests: John Adams, Laura Quesenberry, Kay Johnson, Meghan Worrell Viet, Ed Oakes, Alice Coughlin

1. Welcome. Meeting started at 11:04. Minutes from 10/8/13 were approved.
2. Discussion: AP Evaluation sub-committee update: The subcommittee got over 20 suggested changes. Jeff said the draft gets shorter with each revision. There were concerns about the objectives section, and the subcommittee has gone back and forth on key competencies. Elements still needs to be worked out in section 3 and generally the wording needs to be worked on. The long-term goal is that the evaluation will be in PeopleAdmin and tracked by HR.

There was much discussion about key competencies and HR's role in tracking evaluations. Ed Oakes suggested AP Senate could ask HR to make tracking AP evaluations a priority. Jeff reiterated the wording in the key competencies needs to be worked on. Ashlee said to send changes to her. The timeline is to be done by April 1 so that training can start in April. The form would be set-up in summer 2014 to be used for the 2014/2015 evaluation period.

3. Discussion: AP Senate Mission Statement/Purpose Statement: Beth Deskins asked for comments. The statement was met favorably. Beth asked people to mark any changes and send to her. The statement will be voted on in December.
4. Discussion: Forming a work-life balance sub-committee: Following up from President Kyle's discussion, Ashlee brought up possibilities such as a multi-year contract or pay rewards. Beth and Loretta volunteered to serve on the subcommittee. Elizabeth and Jackie McNabb may be interested in serving.
5. Handbook Revision sub-committee update: Ashlee said it needs one more swoop through campus. Then, it will go to the AG, Cabinet, back to the AP Senate to respond to any comments, and then on to the Board.
6. Internal Governance Committee – Popular AP Grievance Committee: Leslie Anderson & Scott Bennett will serve from Athletics. Loretta volunteered from Academic Affairs. John Adams

volunteered from Finance & Administration. Ashlee will see if Phil is interested from Finance & Administration and see if Ed & Randa want to represent Information Technology.

The next meeting will be December 10 at 11:00 AM in the Bonnie Combo Room.

The meeting adjourned at 12:10.