

Minutes of the Radford University Administrative and Professional Faculty Senate

Tuesday, August 8, 2017

Senators in attendance: Sandra Bond, John Leonard, Nakia Shelton, Ashlee Claud, Sandra Baker, Michael Chamberlain, Niels Christensen, Jackie DeLong, Victor Gibson, Alix Guynn, Michele Hosey, Barry Miller, Laura Quesenberry

Guests: Andrea Zuschin, Paul Currant, Carrie Silliman, Teresa Anders, Tracy Mattson, Chad Reed, Christina Keller, Margaret McManus, Teresa Slaughter, Ed Oakes, Shannon Phillips, John Brooks

Senators unable to attend: Richard Alvarez, Scott Bennett, Eric Lovik, W. David Wheeler, Karen Hedge

1. Meeting called to order at 10:31 a.m.
2. Minutes from July 11, 2017 meeting reviewed and approved.
3. Guest Speaker: Andrea Zuschin, Interim Dean of Students provided updates in Student Affairs
 - a) Staffing:
 - i. There are several vacant positions in Student Affairs and efforts are being made to fill them.
 - ii. The Carilion Counseling contract is now in-house and hiring counselors.
 - b) Students may have concerns about living in a triple room or in a room with a resident assistant. Housing is doing everything in their power to make sure these assignments are temporary. Please refer all questions and concerns to Housing and Residential Life.
 - c) The Counseling Center has moved to Tyler Hall.
 - d) Move In:
 - i. Move In for freshman into Muse Hall is Thursday, August 24. Move In for freshman into all other residence halls is Friday, August 25.
 - ii. Returning students who are volunteering can move in on Wednesday, August 23.
 - iii. Watch email for additional updates and for parking lot closures.
 - iv. Faculty and Staff Move In volunteers are requested. Sign up to volunteer through RU Involved.
 - e) Retention efforts:
 - i. Calls have been made to eligible students who are not registered for the Fall semester to provide additional support and assistance in doing so.
 - ii. Next steps in Student Affairs:
 - a. Regularly speaking with the Deans of each college and attending departmental meetings to stay informed.
 - b. Implementing a data analytics project to determine the students who may need additional support.
4. Draft AP Handbook presentation and recommendation
 - i. Feedback was received from Jackie DeLong on behalf of the Library and it was stated that a follow-up meeting will be scheduled to address those changes that only pertain to the Library AP Faculty.

- ii. The AP senators unanimously recommended to move the revised handbook forward to the president's office once the handbook committee meets with the Library AP to address their feedback/edits to their particular section.
5. Updates/Additional Topics:
- i. FY18 AP Meeting Dates and Times
 - o The AP Senate meeting time was changed to 11 a.m. per Senator's request
 - o Sept. 12, 2017 at *11 a.m.* in the Bonnie Combo Rooms
 - o Oct. 10, 2017 at *11 a.m.* in the Bonnie Combo Rooms
 - o Nov. 14, 2017 at *11 a.m.* in the Bonnie Combo Rooms
 - o Dec. 12, 2017 at *11 a.m.* in the Bonnie Combo Rooms
 - ii. Aug. 11, 2017 - Staff Senate Annual Ice Cream Social (all AP can participate). 1 – 3 p.m. on the Bonnie Plaza or inside the Bonnie if raining.
 - iii. Jump Start Career Development Conference on Sept 23 (Call for Proposals)
6. Next Meetings:
- i. **August 18, 2017 – AP Faculty Open Forum with President Hemphill. Bonnie Auditorium at 8:30 a.m. Plan to attend.**
 - ii. September 12, 2017 – Bonnie Combo Rooms. Guest Speakers from the Center for Career and Talent Development on the JumpStart Career Development Conference and Handshake.
7. Meeting adjourned at 11:15 a.m.



JUMP START: Career Development Conference September 23, 2017

CALL FOR PROPOSALS

JUMP START: Career Development Conference kicks off the Fall Career Fairs season, encourages student career exploration, equips students with the competencies necessary to succeed and maximizes their networking potential. The event includes: development workshops, lunch and keynote speaker, and industry specific discussions.

The Center for Career and Talent Development invites proposals for concurrent sessions at the 2017 JUMP START: Career Development Conference that showcase best practices related to any of the following themes.

CONFERENCE THEMES:

- ⇒ **Discover:** Equip students with job-critical competencies, knowledge and skills
Thought Starters: Build a Powerful Personal & Professional Network; Time Management; A Transfer Student Guide
- ⇒ **Experience:** Engage students through impactful practices
Thought Starters: Research in Action (HIP, International Education); Sustainability; Veterans: Boots to Suits
- ⇒ **Thrive:** Experience meaningful personal and professional growth
Thought Starters: Applying to Federal and State Government Jobs; Negotiating the Offer; First 90 days

PURPOSE:

- ⇒ Supports Radford University's commitment to "giving all students opportunities to develop, grow and thrive."
- ⇒ Engages students in career development practices early in their academic career and helps them realize their full potential.

SESSION FORMATS:

Workshops—Theory to Practice (50 minutes; 2–4 facilitators)

Workshops should engage participants in considering alignment between the theories and the conference themes. Facilitators should engage participants in reflection, discussion and exercises so that participants gain clear ideas for the next steps.

Panel Discussions (50 minutes; 2–4 facilitators)

These sessions provide an opportunity for sharing expertise and experiences. Participants work through issues, ideas and challenges from multiple (industry) perspectives. Proposals for a discussion should briefly set the context for the conversation related to one of the conference themes. Contexts may reflect industry type, position, or a particular area of practice. This session should allow for questions from all participants to stimulate and focus the conversation so that the issues discussed are meaningful to all involved.

Submit proposals to csc@radford.edu, write **Jump Start Proposal** on the subject line.

Deadline for proposal submission: **Friday, September 1, 2017**



DISCOVER



EXPERIENCE



THRIVE

JUMP START: Career Development Conference September 23, 2017

AGENDA OF EVENTS

CHECK—IN	8:30 AM — 9:30 AM
WELCOME—KEYNOTE	9:30 AM – 10:00 AM
CONCURRENT SESSION I	10:30 AM—11:30 AM
LUNCH: INDUSTRY NETWORKING LUNCH	12:00 PM—1:10 PM
CONCURRENT SESSION II	1:20 PM—2:20 PM
CONCURRENT SESSION III / CAREER RESOURCES EXPO	2:30 PM—3:30 PM
NETWORKING HOUR/TAIL GATE	3:30 PM

* Please note that all session presenters are responsible for travel and hotel expenses.



2015 Career Development Conference Keynote

Priya Ramesh, MS '03

Director, External Communications, IBM



2016 Career Development Conference Keynote

Richard Schwain, Jr. BS '83

Retired Special Agent FBI

JUMP START: Career Development Conference

Save the Date: September 23, 2017



DISCOVER



EXPERIENCE



THRIVE

JUMP START: Career Development Conference kicks off the Fall Career Fairs season, encourages student career exploration, equips them with competencies necessary to succeed and maximizes their networking potential for career opportunities. The event includes: career development workshops, lunch and keynote speaker, and industry specific discussions.

RADFORD UNIVERSITY

Center for Career and Talent Development