

**Administrative and Professional Faculty Senate
Business Meeting**

Sept 14, 2022

McConnell Room 170 and RUC Room 302

Members Present: Sandra Bond, Ashlee Claud, Vanessa Conner, Sarah Cox, Emily Fitzgerald, Stephanie Hovespian, Susan Hudson, Chat Hyatt, Kay Johnson, Mark Lambert, Melissa Neal, Jennifer Norton, Andrea Robinson, Mary Catherine Santoro, Deana Sentman, Scott Shull, Tom Snediker, Malinda Tasler

Guests: Lauren Hall, Jeremy Miller, Jonathan Renz, Sarah Wambe, Amanda Baldwin-Estep

1. **Call to Order:** The meeting was called to order at 3:00 pm by President Sandra Bond.
2. **Congratulations:** Bond recognized Mary Catherine Santoro as the recent recipient of the AP Excellence Award.
3. **Approval of Minutes:** The minutes from July 20, 2022 were approved.
4. **AP Engagement Guidelines - in person meetings using Zoom Rooms:**
 - Mute meeting rooms until the start of the meeting
 - Reduce background noise and competing sounds as much as possible during the meeting.
 - Raise hand and be called on to speak so there is one voice at a time. Introduce yourself if not personally recognized, so that both rooms can learn names/faces/voices.
5. **Call for AP questions for the upcoming “Coffee with the President” zoom webinar on Oct 6th.**
 - Any AP member can submit a question to Sandra Bond by emailing smbond@radford.edu.
 - Deadline for submissions are Oct. 4th by 5 p.m. Questions will be asked anonymously.
 - Senator Action Item: All AP Senators please submit two questions by the deadline. No questions are off limits. The three Senate presidents will go through the questions together to decide which ones to ask.
6. **President Bret Danilowicz Inauguration Week:**

Andrea Sharpe-Robinson reported University Relations will have more information soon. Monday is Binnie's (Danilowicz therapy dog) Bonnie Takeover; Tuesday, RUC Gives Back; and Wednesday, Radford Gives Back. The inauguration should last about an hour on Friday.
7. **Updates/Additional Topics:**
 - AP members at the RUC/Higher Education Center can request a free electronic temporary parking pass in advance to attend full body AP meetings on main campus. Please contact Sandra Bond by emailing smbond@radford.edu. Individual must print/display in vehicle and park in Faculty Staff designated lots.
 - There may be a future AP Handbook edit to comply with state policy on short-term disability. Would be state policy; our group would not have a say. Would be same as classified.
 - Suggestions for future AP meeting speakers – President Danilowicz, Merrie Winfrey (QEP). Nancy Loosely (RUC). Interim Provost (Martin DenBoer). New Deans, SGA Exec Board, Nicole Hendrix – lots of changes in Highlander Success Center and REAL, Jessica Twiest, Jessica Stowell (Accreditation). Amanda Baldwin Estep SWVA Higher Education Center. RHEC – new person developing core services. Angela Joyner. If you have ideas, share them with Sandra.
 - AP Morale Survey update – Working on it. MC is doing some of the writing. Great response – more than last time. It will go out in advance before Senate discusses.
 - Updated AP Senator list attached to include new phone numbers for those that work at RUC

- Future flexible work schedules. This will be unique for each area/department – supervisors will work with each area.
- Training & Development Calendar (Scott Shull). Starting tomorrow, type in “training & development” on the webpage search to sign up for classes.

8. Campus Events/Announcements (has 600+ events listed!!) - <https://calendar.radford.edu/all>

- Welcome Weeks: www.radford.edu/content/student-involvement/home/welcome-week.html
- Sept. 24 – Family Weekend: www.radford.edu/content/family-weekend/home.html
- Sept 29 @ 10 a.m. (McConnell Lawn) Inauguration: www.radford.edu/content/inauguration/home.html
- Sept. 29 - Oct. 1 – Homecoming: www.radford.edu/homecoming . Includes a free community concert on Moffett Lawn on Saturday from 2-5p.m. – lots of activities – painting, honoring 4 alumni award recipients, that night have Hall of Fame. Many food events. College open houses. Library has Golden anniversary. 12 noon, women of Radford. Largest event – Alumni Village with Voltage Bros – Bring blanket, chair. Got a What’s under the kilt tent, Parade of tents – like a mini club event.
- Oct. 6 @ 9 a.m. – Coffee with the President Webinar
- Oct. 8 – Highlanders Festival
- Oct 27 from 11- 2 p.m. – Employee Health and Wellness Fair in Muse Hall. Q – Will there be flu shots? A – Don’t know. Don’t know about RUC. MC – Flu shots are being offered here on Oct. 28, but only for students. Nothing like wellness fair there.
- Tom – playing bluegrass at 7:00 tonight at the Bonnie. Johnny Cake and the Lunch Truck.
- Andrea – Will also be inauguration events at RUC – like Build a dog.

9. Adjournment: The meeting adjourned at 3:30.

Future Meetings:

- October 12, 2022 – MC will take the lead, Sandra away.
- November 9, 2022
- December 14, 2022
- January 11, 2023
- February 8, 2023
- March 8, 2023
- April 12, 2023
- May 10, 2023
- June 14, 2023
- July 12, 2023