

Administrative and Professional Faculty Senate Business Meeting

December 14, 2022 at 3:00 p.m.

McConnell Room 170 and RUC Room 302

Members Present: Sandra Bond, Ashlee Claud, Debra Johnson, Kay Johnson, Mark Lambert, Deana Sentman, Andrea Sharpe-Robinson, Mary Catherine Santoro, Tom Snediker, Malinda Tasler

Guests: Amanda Baldwin-Estep, Sarah Kennedy, Jalen Levisy, Christina Manzo, Jeremy Miller, Nicole Ramsey, Merrie Winfrey, Lauren Willis, Allison Wisecup

1. Call to Order: The meeting was called to order at 3:00 pm by President Sandra Bond.

2. Approval of Minutes: The minutes from November 9, 2022 were approved.

3. QEP RISE (Quality Enhancement Plan: Realizing Inclusive Student Excellence): Guest speakers Merrie Winfrey, Allison Wisecup, and Sarah Kennedy. Winfrey and Kennedy are Co-Chairs of the QEP Development Committee. Wisecup is Team Lead, QEP Data and Assessment Team. (Please see attached slides at bottom of these minutes.)

The QEP is a 5-year institutional problem/challenge that needs to be addressed and is a requirement of accreditation. The accreditation team may ask anyone on campus about QEP RISE. RISE has a focus on student belonging, campus belonging, and academic belonging. The RISE Faculty Institute will initially train 5 cohorts of 20 faculty members and is available to both RUC and RUM beginning this spring. Active learning methods are important. Courses revised are 100 and 200-level classes.

RISE Community Action Teams are developing campus belonging, with one in each college and at RUC. Every college will host Academic Club Fairs, which stems from the REALise program in the Artis College. QEP-funded RISE Food for Thought breakfasts will be held within the colleges.

Q&A:

- Q – What specific ways can AP Faculty be involved? A – Merrie explained the program is more geared towards T&R Faculty. The original program was much broader, but SACSCOC wanted a tighter focus. Some training will be available to staff and AP, but probably not for the first year. Allison chose Equity Gap Analysis as a powerful tool to identify gaps. She is happy to have conversations with AP to develop their own initiatives in their units. Merrie added that AP can also help identify students to serve on the RISE Community Action Teams (R-CATs).
- Q – Can we be invited to the College Days? A – It's a great idea to involve co-curricular groups/areas, and also clubs related/co-related to the college.

4. AP Morale Survey:

The following motion was raised, seconded, voted, and unanimously passed: Approve the 2022 Administrative & Professional Faculty Morale Survey Report and present it to President Danilowicz.

5. Coffee with the President:

The “Coffee with the President” Zoom webinar will continue for February and April. Submit questions to Sandra Bond by email (smbond@radford.edu).

6. Updates/Additional Topics:

- **AP Handbook Modification** – An AP Handbook change was made which required notice to the BOV, but did not require a vote. Sandra will update the handbook and send it to Kay to put on the website. From the 2022 Board of Visitors Meeting Minutes, Business Affairs and Audit Committee Minutes December 1, 2022 (<https://www.radford.edu/content/dam/departments/administrative/bov/2022/BA AC Minutes Dec 2022.pdf>): Ms. [Stephanie] Jennelle presented an information update to the Administrative and Professional Faculty and Teaching and Research Faculty Handbooks regarding the Virginia Sickness and Disability Program (VSDP) language that now includes an overall explanation of VSDP and directs employees to the Virginia Retirement System VSDP site to ensure timelier dissemination of information.
- **Tuition Waiver Policy** (Deana Sentman) – The policy now also covers IMPACT classes. Deana is looking at the policy and may be changing the form to cover tax policies. Grad courses are taxed if over \$5,200. Undergrad classes are not taxed.

7. Campus Events/Announcements - <https://calendar.radford.edu/all>

- Jan 16 – MLK Day of Service. Volunteer by December 13
- Feb 4 – Volunteer Summit and Winter Celebration by Alumni Relations. Open to all faculty, students and alumni that register.
- Feb 18 – Champion Her Future – Women’s Sports Leadership Luncheon
- Feb 22 – Thomas Jefferson Hour live performance on campus
- Feb 24 – RUC Graduate College Open House
- Mar 1-5 – Big South Basketball Championships in Charlotte, NC
- Mar 18, Apr 15, 22 – Admissions Highlander Days Main Campus
- March 27-30 – SACSCOC will be on campus
- Apr 1 – Highlander 5K Race
- Apr 3-7 – Traditions Week
- Apr 28 – Red/White Athletic Gala. Live/silent auction, live music, guest speaker will be Bob Huggins.
- Quest (from Andrea) – January 13 is Radford Campus face-to-face for transfer students and new incoming students. RUC is on January 12.

- Our Turn (from Tom) – January 9 & 10, plus one day for RUC.

8. Adjournment: The meeting adjourned at 3:44

Future Meetings/Speakers:

- January 11, 2023 – Jessica Stowell & Mel Fox
- February 8, 2023 – President Danilowicz (location change to Heth 043 / RUC Board Room, 3rd floor)
- March 8, 2023 – Nancy Loosle
- April 12, 2023 – Angela Joyner
- May 10, 2023 – Abbey Reynolds (Quest); Lauren Snelson
- June 14, 2023 – Lauren Snelson
- July 12, 2023 – Officer Elections