

DRAFT Administrative and Professional Faculty Senate

Business Meeting Agenda - Sept 14, 2022 at 3 p.m.

IN PERSON – McConnell Library Conference Room 170/RUC Room 302

1. Welcome
2. Approve Minutes
3. 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.
4. 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.**
5. 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
 - Suggestions for future AP meeting speakers
 - AP Morale Survey update
 - 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.
6. 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.
 - Oct. 6 @ 9 a.m. – Coffee with the President Webinar
 - Oct. 8 – Highlanders Festival
7. Adjournment

Next Meetings:

- October 12, 2022
- 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

Administrative/Professional Faculty Senate 2022-2023 FY				
Senator	Area Represented	Term	Email	Phone
Melanie Fox	Academic Affairs	2021-2023	mfox5@radford.edu	831-5654
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Mary Catherine Santoro	Radford University Carilion	2022-2024	msantoro@radford.edu	831-1823
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Cabinet Liaison				
Susan Trageser	Cabinet	2022-2024	strageser@radford.edu	831-5433