

**Commission on Administrative and Professional Faculty Affairs**  
**CAPFA Resolution 2021-22B**  
**Resolution to Include the Commission on Administrative and Professional Faculty Affairs to the**  
**Employee Benefits Committee Reporting Structure**

First Reading by CAPFA: October 13, 2021  
Approved by CAPFA:  
Faculty Senate Review:  
A/P Faculty Senate Review:  
Staff Senate Review:  
Graduate and Professional Student Senate Review:  
Undergraduate Student Senate Review:  
First reading, University Council:  
Second reading, University Council:  
Approved by the President:  
Approved by the Board of Visitors:  
Effective Date:

WHEREAS, Virginia Tech employs teaching and research faculty, administrative and professional faculty, and staff including those working in salaried, wage, student wage, emergency hire, and sporadic positions, among others; and

WHEREAS, there is wide recognition of the complexity of the university's governance and general acknowledgement of the need for administration, faculty, staff, and students participating in the conduct of university affairs; and

WHEREAS, the Employee Benefits Committee is charged to recommend policies and to advise the University Administration in matters relating to employee benefits; and

WHEREAS, the Employee Benefits Committee reports jointly to the Commission on Staff Policies and Affairs and the Commission on Faculty Affairs; and

WHEREAS, the Commission on Administrative and Professional Faculty Affairs is charged to study, formulate, and recommend to University Council policies and procedures affecting the employment and working conditions of administrative and professional (A/P) faculty. Areas for consideration include: morale of administrative and professional faculty; procedures for appointing, evaluating, disciplining, recognizing, and promoting administrative and professional faculty; benefits, educational and personal leave, and extra-university professional activity; and matters of equity and diversity that affect the university's professional environment.

WHEREAS, the administrative and professional faculty are not represented in the Employee Benefits Committee reporting structure;

NOW, THEREFORE, BE IT RESOLVED that the reporting structure for the Employee Benefits Committee be revised to include the Commission on Administrative and Professional Faculty Affairs along with the Commission on Staff Policies and Affairs and the Commission on Faculty Affairs;

BE IT FURTHER RESOLVED, that this resolution will be effective immediately upon approval.