**AP&P MINUTES**

**25 August 2020, 2-4pm**

**Meeting via Zoom**

**Members in Attendance Ex Officio**

**DJ Hopkins, Chair, PSFA**  Ed Balsdon, Graduate Affairs

**Paula De Voss, CAL** Joanna Brooks, Fac Adv and Student Success

**Pamella Lach, Library**  **Hector Ochoa, Provost**

**Matthew Mahar, HHS**

Cathie Atkins, College of Sciences

**John Penrose, Fowler College of Business**

**Khaled Morsi, College of Engineering**

**Luke Duesbery, College of Education**

**Esperanza Camargo, IVC**

AS reps TBD

Call to order at 2:05pm

**Approval of Agenda**

Motion to approve agenda: Khaled Morsi. Second: Matthew Mahar

**Approval of Minutes from April**

Motion to approve April minutes: Matthew Mahar. Second: Khaled Morsi. Approved with 2 abstentions.

**1. Announcements**

Welcome new members and committee introductions. Waiting for AS reps to be assigned.

AP&P is a parenting-friendly committee that acknowledges the challenges of working from home during the pandemic. We will be flexible and accommodating with members this year.

AP&P Chair election scheduled for November. This will be D.J.’s last year chairing. If you’re interested, reach out to D.J. to learn more and consider standing for election.

**OLD BUSINESS**

**2. Staff representation on AP&P**

The Staff Affairs Committee met and reviewed AP&P’s proposal for adding a staff member to AP&P, offering the following edit: *One staff representative to AP&P shall be selected by the Staff Affairs Committee in consultation with the staff senators and confirmed by the senate. The staff representative will* ***have experience with campus academic policies*** *and not be an MPP.*

Discussion of the proposed revision. AP&P agrees that the staff representative should have full voting rights. The committee agreed to remove the clause prohibiting a Staff MPP from serving. The committee thinks the Staff Affairs Committee should elect the representative, rather than select in consultation.

Motion to approve the amended policy: *One staff representative to AP&P shall be elected by the Staff Affairs Committee. The staff representative will have experience with campus academic policies.*

Motion: Luke Duesbery. Second: Khaled Morsi. Motion approved with 1 abstention.

**3. RTP Policy Review: RTP memo subcommittee report**

Last year, AP&P reviewed college-level RTP policies to look for consistency, transparency, and accountability throughout the process. Subcommittee (D.J., Pam, Luke, Khaled with notes from John) developed a draft document that they shared with Joanna Brooks at the end of May. The subcommittee reconvened and is working on an updated draft that will recommend best practices. The subcommittee will share updated draft memo with the full AP&P committee soon.

The Provost is convening a new RTP Task Force, chaired by Joanna Brooks, with a larger scope than our inquiry. Crossover membership between this group and AP&P (D.J., Khaled, John); ongoing collaboration between AP&P and the Task Force.

AP&P’s memo will be narrower in scope than what the Task Force produces. Our memo will likely be an information item and not an action item.

**NEW BUSINESS**

**4. Set committee’s Academic Year Agenda**

Change in agenda item #4: EMAG should read EMAC: Enrollment Management Advisory Committee. Discussion of this work.

Motion to approve agenda with revision to #4: Luke Duesbery. Second: Matthew Mahar. Motion approved.

**5. Review referral chart**

Discussion of possible changes/updates to the referral chart.

**6. New degree / program proposals (3)**

K-12 Ethnic Studies Certificate, MS Athletic Training, MS Computer Engineering

Motion to move to email consultation for approval of degree/program proposals: Matthew Mahar. Second: Khaled Morsi. Motion approved.

Update: All degree / program proposals were approved via email vote with a quorum of participation.

Move to adjourn: Luke Duesbery. Second: Hector Ochoa.

**ADJOURN at 4:02pm**

NEXT MEETING: Tuesday 29 September 2020