

COMMITTEE NAME: CAPC / SOCC
MEETING DATE & TIME: 8/15/17
MEETING LOCATION: ROCK EAGLE

ATTENDANCE:

MEMBERS		“P” denotes Present, “A” denotes Absent, “R” denotes Regrets	
P	Abney, Angel (CAPC Vice Chair)	P	Ling, Juan
P	Anderson, Kay	P	Magoulick, Mary
P	Busch, Hauke	P	McClure, Stephanie
P	Criscoe, Angela (CAPC Chair)	A	Meade Smith, Cara
P	Grier, Debbie	P	Muschell, Lyndall (CAPC Chair)
P	Karlis, Jack	A	Rocha, Linda
P	Kim, Min		
GUESTS			
	<i>Italicized text denotes information from a previous meeting.</i>		
	*Denotes new discussion on old business.		

AGENDA TOPIC (Committees should feel free to customize this template to make it as functional for them as possible. Other categories of topics might include Reports, Information Items, Unfinished Business, etc.)	DISCUSSIONS & CONCLUSIONS	ACTION OR RECOMMENDATIONS	FOLLOW-UP {including dates/responsible person, status (pending, ongoing, completed)}
I. Call to order	Lyndall called the meeting to order.		
II. Approval of Agenda	Lyndall distributed information to be completed during the meeting.		
III. Approval of Minutes	No minutes to approve.		

IV. Old Business/Review of Actions/Recommendations			
1.	Review of elections that were held during the organizational meeting for senate committees on April 28, 2017. (CAPC Chair, Lyndall Muschell; Vice Chair, Angel Abney; Secretary, Angela Criscoe)		
2.	SoCC plans to hold elections of officers during their first organizational meeting.		
3.	Operating Procedures – Reviewed handout. A motion was made to keep operating procedures with the exception to change the email address Jack Karlis moved the motion and Angel Abney second the motion.		
4.	Reviewed the 2016-2017 Annual Report. No outstanding work to do.		
V. New Business Actions/Recommendations			
1.	Discussions were held about the creation of Undergraduate Curriculum Committee outside of University Senate.		
VI. Next Meeting	September 1		
VII. Adjournment	Meeting adjourned at 3:00 p.m.		

Approved by: 
 Committee Chairperson (Including this Approval by chair at committee discretion)