**Committee Name: FAPC**

**Meeting Date & Time: February 2, 2018, 1400 - 1500**

**Meeting Location: A & S 116**

**Attendance**:

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| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** |
| P | David Johnson (Chair) | R | Krystal Canady |
| P | Ashley Taylor (Vice Chair) | P | Ji Seun Sohn |
| P | Sarah Handwerker (Secretary)  | R | Huaiyu Wang |
| P | Hedwig Fraunhofer | R | Kell Carpenter |
| R | Joanna Schwartz | R | Carrie Cook  |
| R | Tom Toney | P | Robert Blumenthal  |
| P | Linda Golson Bradley |  |  |
| Guests |
|  | *Italicized text denotes information from a previous meeting.* |  |   |
|  | \*Denotes new discussion on old business. |  |  |

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|  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** |  | Committee called to order at 1400.  |  |
| **II. Approval of Agenda** | Agenda presented to committee members by David Johnson.  | Motion to approve agenda by Robert Blumenthal. Second from Hedwig Fraunhofer. All committee members present voted to approve agenda.  |  |
| **III. Approval of Minutes** | December 1, 2017 minutes sent to committee members prior to meeting by David Johnson.  | Motion to approve December minutes by Robert Blumenthal. Second from Hedwig Fraunhofer. All committee members present voted to approve minutes.  |  |
| **IV. Old Business/Review of****Actions/Recommendations** |  |  |  |
| **1. Professor Emeritus Status** | As discussed at prior meetings, FAPC members would like to bring forth a motion to formalize what earning Professor Emeritus Status means at Georgia College. After the December FAPC meeting, David Johnson began the process of sending the “Policy Emeritus/Emerita Status” to senate. Upon beginning this process he received more suggestions for edits to the policy from faculty members and administration. The motion was withdrawn for more editing. All FAPC members received suggested revisions to review prior to this meeting. Suggested revisions were discussed and agreed upon one by one by committee members present at meeting. David Johnson kept notes on edits to the policy. David Johnson will revise the policy based on agreed upon edits.  | David Johnson will revise the policy based upon agreed upon edits. He will then send the policy back to FAPC committee members via email for review and electronic vote.  | Once consensus of FAPC committee members is reached regarding the policy, David Johnson will enter the latest draft of “Policy Emeritus/Emerita Status” as a motion to faculty senate to be discussed at the next scheduled senate meeting.  |
| **V. New Business** | Currently no new business on the agenda.  | N/A | N/A |
| VI. Next Meeting | Next meeting is scheduled for Friday March 2nd from 2-3:15 PM.  |  | David Johnson to notify/remind committee members of location for next meeting.  |
| VII. Adjournment | Meeting adjourned at 1500 | Ashley Taylor motioned for adjournment and Linda Bradley seconded. All committee members agreed. |  |

**Distribution (as determined in committee operating procedure – one possibility given):**

First: To Committee Membership for Review

Second: Posted to the Minutes Website

**Approved by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**Guidance**

**Committee Name:**

**Committee Officers:**

**Academic Year:**

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets**

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| Meeting Dates | Date 1 | Date2 | Date3 |  |  |  |  |  |  |
| Member Name 1 |  |  |  |  |  |  |  |  |  |
| Member Name 2 |  |  |  |  |  |  |  |  |  |
| Member Name 3 |  |  |  |  |  |  |  |  |  |
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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)