

University of West Georgia
Academic Policies and Procedures Committee Meeting Minutes
Draft
September 18, 2009, 2:00 pm
UWG Education Annex, Room 113

Members present: Janet Donohoe, Mary Hooper, Hannes Gerhart, Satyanarayana Swamy-Mruthinti, Cheryl Brown, Fenqjen Luo, Shelley Rogers, Michael Aldrich, Robert Johnson, Quinderious Roberts, Donna Haley,

Others in Attendance: Tom Mackel (Chief of UWG Police), Leslie Cottrell (Director of Health Services)

1. Meeting called to order at 2:00 pm by interim Chair, Mary Hooper
 - a. Approval of agenda
 - i. Motion to approve by Rogers, second by Roberts
 - ii. Motion passes with no objection
2. Election of Committee Chair
 - a. Motion to elect Janet Donohoe by Swamy, second by Roberts
 - b. Motion passes with no objection
3. Selection of Secretary
 - a. Cheryl Brown is appointed with no objection
4. Immediate Charge
 - a. Flexible Class Attendance Requirements
 - i. AP&P charged with determining what UWG's procedure should be regarding make-up of class work for (1) widespread disruption of class by flu outbreak and/or other medical event, and (2) sick students (on an individual basis)
 - ii. UMaine H1N1 contingency plan discussed
 - iii. Tom Mackel and Leslie Cottrell discussed H1N1 epidemic, typical length of sickness (less than one week), ages most susceptible (6mo-25), vaccine available (in October)
 - iv. Discussion ensued
 1. Subcommittee formed to develop recommendations, verbiage
 - a. Rogers, Hooper, Luo, Roberts
5. Google site for our committee: <http://sites.google.com/site/uwgfsapp/Home>
 - a. Important committee files found under Files or Work
6. Unfinished business
 - a. Will discuss at next meeting
7. Scheduling
 - a. Next meeting scheduled for Oct. 2 at 1:00 pm, UCC 210.
 - b. Will schedule regular meetings at Oct. 2 meeting
8. Meeting adjourned by Mary Hooper at 3:15 pm