

## L-CAP Minutes

Monday, April 13, 2020

3:00pm – 4:00pm (Zoom Meeting)

Attended: Susan Braxton, George Gottschalk, Tricia Lampron, John Laskowski, Jake MacGregor, Angela Waarala, Will Schlaack

Absent: DoMonique Arnold

Minutes Taker: George Gottschalk

1. Minutes from March 13, 2020 meeting
  - a. Minutes are approved
2. CAP updates – Will
  - a. CAP conducted online meeting
  - b. Chancellor Jones was guest speaker
    - i. Emphasized goal is to protect individuals and continuity
    - ii. Pandemic affords opportunity to rethink standard procedures
    - iii. Campus reviewing implications and encourages employees to monitor Mass Mails for announcements
  - c. Questions about policies for leave time. Campus temporarily suspended accrual cap for CS
  - d. APDF has pending questions for cancelled travel
3. Investigation time survey
  - a. John shared survey draft
  - b. Committee reviewed and amended questions
  - c. John will edit and initiate draft in Optimal Workshop
4. Other topics, news, or announcements
  - a. Jake will invite Skye to an upcoming L-CAP meeting, tentatively May 22
  - b. Library AP Virtual Lunch hangout: Wednesday, April 15 (12pm)
  - c. Next L-CAP Meeting: Friday, May 22 (3pm)
  - d. Next L-CAP Meeting with Dean Wilkin: Tuesday, June 9 (1pm)
  - e. June L-CAP Meeting with Jameatris Rimkus