

L-CAP

January 12, 2022, at 3:00PM via Zoom

**Present:** Susan Braxton (chair), John Laskowski, Hoa Luong, Heather Murphy, Megan N Pearson, Leon Wilson, Jen-chien Yu, Jake E. Metz (*ex officio*), Will Schlaack (*ex officio*)

**Absent:** none

**Minutes:** Megan N Pearson

Meeting called to order at 3:05PM

1. ~~Visit from Erin Kerby re: RPC funding for our constituents and encouraging applications~~  
Erin did not attend, so tabled for now (possibly next meeting)
2. Housekeeping
  - a. [Minutes from December 8 meeting](#): approved
  - b. [Notes from meeting with Dean Wilkin](#): approved
3. Name poll update
  - a. Susan reported that at last check a couple days before this meeting, there were 14 votes (meaning that constituents other than the L-CAP members have voted!).
  - b. Later today Susan will email the Listserv a reminder to vote, and extend the voting deadline to January 18 (originally January 17, which is a holiday).
4. Comments/discussion on [draft announcement for LON](#) about the reclassification and support for CS-P employees
  - a. Susan created draft; the version in Box has edits and comments from Susan Breakenridge
  - b. Heather suggested members take time outside of meeting to give feedback; noted that as long as we could get the final draft to her by Jan 31, she would be willing to add it to LON.
5. Plans for presentation on reclassification/support for CS-Ps at the Feb 22 Library wide hangout
  - a. At Dec 17 meeting with Dean Wilkin, Heather and Megan volunteered to create a slide deck/presentation: Megan suggested we plan to have a draft by the February 9 L-CAP meeting so that there's time for feedback/revisions by the February 22 Library hangout; Susan agreed on timeframe.
  - b. The presentation can include anything in the LON announcement that could benefit from further explanation or elaboration.
  - c. Susan and John both willing to present, and Heather agreed co-presenting would be a good move (especially having the past and present chair co-present).
6. [BTAA Public Service DEI Proposal Ranking](#) call for input from David Ward
  - a. After discussing the exact nature of the Proposal Ranking, Susan noted she would put a document in Box for the L-CAP members to rank the proposals, then Susan would compile the rankings and submit them to David Ward.

7. Documentation team update
  - a. Megan: nothing major to report (because of holidays and other responsibilities) – asynchronous discussions about which files in Box to archive and what duties the Secretary position will have.
  
8. Forum team update
  - a. Heather: the date has been selected and shared with L-CAP, Dean Wilkin has it on his calendar (March 29 10a-12p).
  - b. Need to send out a save-the-date to the AP/CS-P listserv.
  - c. Susan noted we can include the save-the-date in the next newsletter, which Hoa confirmed will be in January (a December/January combo newsletter).
  - d. Subcommittee is working on the agenda (what topics to present): would it be good to survey AP/CS-P to see what they'd like to hear about? Susan agreed a survey would be a good idea, and if there was nothing of interest raised in the survey, potential topics could include career supports (investigation time/RPC funding).
  
9. CAP update
  - a. Jake noted that CAP have not met, so no updates.
  
10. Are there any items L-CAP wishes to add to the January 24 EC Meeting Agenda?
  - a. None (as noted below under 11a, most likely the time will be spent on the Inclusive Governance Task Force report).
  
11. Miscellaneous
  - a. John noted that the Inclusive Governance Task Force has submitted its report to EC, and the Chairs of L-CAP and LSSC also received the report (thanks to John's recommendation); though the report will be discussed by EC, L-CAP may want to discuss it amongst ourselves. Susan agreed to put on the agenda for February, as by then we might have guidance from EC about the report.
  - b. John noted that for the January meeting, EC will most likely want to go over the Inclusive Governance Task Force report, so Susan can be ready to let them know about the LON announcement and name change.
  - c. Though Erin did not attend this meeting as planned, L-CAP will continue to do its part by including in the newsletter what funds are available to AP/CS-Ps and potentially discuss funding at the Forum.

Meeting adjourned at 3:45PM