The meeting was called to order at 1:10 p.m. by Sheryl Gowen, chair. The first item of business was the approval of the January 14, 1998 minutes. The minutes were approved with no changes.

OLD BUSINESS: The first item discussed was the proposal to add the Associate Provost for Academic Programs to FACP as a permanent member. Presently, this proposal is on the Executive Committee agenda for consideration. In the absence of a quorum, the chair made the decision to act for the committee and request that the Executive Committee table this proposal for now. The chair has received much feedback and feels that this issue needs further discussion within the Statutes and Bylaws Committee.

NEW BUSINESS: The next item discussed was a proposal to add a duty to those of the Committee on Planning and Development (Senate Bylaws, Art. VII, Sec 8B). With this change, this section would read as follows:

"The purpose of this committee shall be to advise and make recommendations to the President and University Senate. The committee shall be responsible for the development of long-range projections, taking into account the role and scope of the University, its financial resources, budget-making process, and its relation with, and service to, the public. Included in the responsibilities of the committee shall be consideration of long-range planning for academic programs as developed by the Committee on Admissions and Standards, the Committee on Academic Programs and Continuing Education, and the Committee on Research; the acquisition of facilities, the maintenance of physical facilities and grounds, the allocation of space, development, alumni affairs, and institutional studies; **oversee the Administrative and Support Unit Review process.**"

The committee had discussed the issue of adding the Administrative and Support Unit Assessment subcommittee as a standing subcommittee to Planning and Development at the November meeting. It was agreed at that time that this unit needed a "home" much like the Academic Program Review process is overseen by APACE. Since there are no other Senate standing subcommittees, it was decided that the above addition to Planning and Development's duties would accomplish this. This proposal will be forwarded to the Executive Committee for consideration.

There being no further business, the committee was adjourned at 1:25 p.m.

Respectfully submitted,

Mary Nell Stone