

October AP Contacts Meeting Agenda

Attendees: Bethany Carson, Jessica Kuhrt, Danielle McLaughlin, Christie Jacob Stone, Katheryn Ritten, Lisa Bodecker, Dana Jimenez, Lisette Reynolds-Slipper

October 2015 AP Contact Meeting

10/23/2015

1:00pm-2:30pm

Conference Room 7307

MAS Program	Overview of MAS Program: Appointments and Procedures http://soeadm.ucsd.edu/ppi/academic_personnel/mas/appointments.sfe	Mindy
Lecturer Files VS. Misc Lecturer BYA files	Differences and implications	Mindy
Overload Teaching		Mindy
Instructional Workload Credit		Mindy
Adding Courses to an Approved Unit 18 Lecturer Appointment File within the Same Academic Year	The memo should include the original appointment dates and the request is to extend the candidates current appointment. Also, a statement indicating that no faculty is available to teach the course thus the candidate is being offered to teach an additional quarter/class. The memo should be signed by both the chair and candidate. AP will update the existing file – no need to submit an entire file for such request. We will be working with AP to create a template and add this to the JSOE AP site.	Tina
