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William E. Fry
Dean of the University Faculty
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July 9, 2009

Dear Bill,

Thank you for your patience waiting for this annual report on the activities of the FACAPE committee. As you know, I have been over committed, and though I am trying to be extremely selective on what tasks I take on, I continue to struggle to find a balance. However, I value the work with FACAPE. I want to continue to chair this committee and hope to devote more time to this responsibility in the coming year. I have fewer teaching responsibilities and should be able to give this committee the attention it deserves.

Although I did not call a meeting of this committee this year, the work connected with the committee has been ongoing. As chair, I reviewed all of the travel schedules and leave times for the varsity teams. With help from Darlene Gardner and Chris Wlosinski I now have a good understanding of the rules and process connected with these times. This year there seemed to be a large number of time consuming typographical and careless errors in the forms; I am hoping that this will improve next year and will speak to Darlene about this. I gave leave for one team, the men's basketball team, to exceed their leave times slightly. The Petition Review Committee (myself, Tom Brenna, and Jim Maas) reviewed and acted on petitions from students, most of them concerned with the swim test. You had said in your original e-mail to me that this committee reviewed petitions from students who want to waive their PE requirement, and that Al Gantert looked at petitions for students who want to waive their swim requirement. However, I think it is appropriate that the committee review the swim requirement petitions. We have talked about, and hopefully put in place procedures for students who are allergic to chlorine, and Muslim students who need supervision by female staff for the swim test. I will review these procedures with Andrea Ducher before fall semester.

Al Gantert and I also met with David Yeh to discuss a problem with PE credits in the new People Soft system. I will follow up on this issue to see if it has been resolved to everyone's satisfaction.

In terms of challenges to the committee, I do not believe that we currently face any extraordinary challenges. I plan meetings with Andy Noel and Andrea Dutcher this summer, and the committee will meet in fall semester for a general introduction of new members and discussion of issues.

Yours truly,

A handwritten signature in cursive script, reading "Susan P. Ashdown".

Susan P. Ashdown