



### **Administrative Policy Equity Review Committee (APERC) Charge**

The Administrative Policy Equity Review Committee (APERC) is an advisory body that reviews CSUSM administrative policies with an equity lens. This committee and its membership aim to ensure that all members of our campus community are represented in the decision-making regarding review and creation of policies on campus that have effects on all members of the campus community.

The charge of the committee is to examine campus administrative policies for any potential equity concerns or opportunities for improvement. The committee is to provide feedback and potential solutions to those identified opportunities in an effort to work with policy owners in the reviews of their policies.

Policy owners and their designees are responsible for reviewing this information, considering the observations and suggestions, and providing their response and a final determination as to whether or not changes will be made to the policy or procedure(s) in question, per APERC feedback.

#### **APERC Policy Review Scope of Identities/Groups**

- Age (over 40)
- American Indian and other Indigenous populations
- Dreamers, undocumented and mixed-status individuals
- Ethnicity/race
- First-generation students
- Formerly incarcerated individuals
- Medical conditions
- Gender, sex
- Sexual orientation
- Individuals with apparent or non-apparent disabilities
- Religions expression/affiliation
- Socioeconomic status/caste
- Veteran or military status

#### **APERC Responsibilities**

- Review, provide equity feedback and suggest written revisions to existing CSUSM administrative policies.
- Propose potential solutions for addressing any equity concerns identified through the review of these policies.
- Provide equity feedback to policy owners in the creation of new CSUSM administrative policies through Equity Improvement Opportunity Forms.

#### **APERC Membership Benefits**

- Opportunities to influence the direction of campus administrative policies.
- Opportunities for professional development.

#### APERC Membership Commitments

- Participate in orientation, training and review guidelines.
- Meet twice per month for an estimated 1½ hours each.
- Attend topical meetings as needed by the volume of policies to be reviewed.
- Potential tasks outside of meetings.
- Employees are expected to acknowledge and agree to a two-year commitment.
- Students are expected to acknowledge and agree to a one-year commitment.