

CGS Advisory Committee on Advocacy and Public Policy (ACAPP) Charter

I. Definitions

This non-standing committee of the Council of Graduate Schools (CGS) is called the CGS Advisory Committee on Advocacy and Public Policy (ACAPP). Before 2017, it was called the Government Relations Advisory Committee (GRAC). The Department of Government Relations and Public Policy (GRPP) serves as the primary staff for the ACAPP committee.

II. Mission

ACAPP champions the value of graduate education by engaging the CGS membership and external stakeholders through advocacy, amplifying CGS's voice, and providing advice to the GRPP staff on emerging issues that shape graduate education. The ACAPP membership also provides strategic guidance to the GRPP staff to advance graduate education in the policy arena.

III. ACAPP Activities

ACAPP members are encouraged to provide to guidance to the GRPP staff on issues of importance to the graduate education community and to advocate for graduate education in the federal policy arena. Specifically, ACAPP members are encouraged to do the following:

- a. Promote graduate education to stakeholders, both internal and external to academic institutions. Share CGS informational materials, social media posts, and newsletters with campus colleagues and other campus constituencies.
- b. Offer insights to GRPP staff on policy issues impacting graduate education.
- c. Contribute to the development of advocacy strategies and materials in collaboration with CGS staff and other member institutions.
- d. Respond to requests for information on different policy initiatives, highlighting campus-specific examples and data.

Attending CGS Meetings and Events

- a. Participate in the CGS Annual Advocacy Day, Pre-Advocacy Day Workshop, and additional virtual meetings with federal agencies and Members of Congress/congressional staff that may be scheduled throughout the year by GRPP staff.
- b. Attend CGS Summer Workshops and Annual Meetings, which includes in-person ACAPP meetings.
- c. Participate in at least three scheduled ACAPP meetings/conference calls each year.

IV. Membership and Organizational Structure

The CGS President appoints members at the recommendation of the Associate Vice President for Government Relations and Public Policy.

A maximum of 12 member deans shall serve on the Committee. All members are appointed to a two-year term and may be eligible for one additional consecutive two-year term, for a maximum of two consecutive terms. The term for the Chair of ACAPP is one, two-year term. The individual serving as Chair may also serve one two-year term as an ACAPP member. Any time served as the Chair counts towards the total time served on the Committee (for a maximum of two consecutive terms).

Any given term for both ACAPP members and the Chair will begin January of the first year through December of the second year. Exceptions are possible based on need and circumstances.

V. Considerations for Nomination to the Committee

- An ACAPP member must serve as the primary institutional representative (graduate dean) of a CGS regular member institution and must resign from the Committee if they no longer hold this institutional role.
- Represent CGS member institutions from different geographic regions and levels of institutions from across the United States.
- ACAPP members are expected to attend in-person meetings at the CGS Summer Workshop and the CGS Annual Meeting.
- Members are expected to attend at least three scheduled virtual conference calls.
- ACAPP members are strongly encouraged to participate in any meetings organized with federal agencies or Congress, either in-person or virtually.

VI. Procedural Rules:

Additional Meetings: Additional meetings may be scheduled as agreed upon by the Committee.

Minutes and Agendas: Agendas for in-person meetings and quarterly calls will be drafted by GRPP staff in consultation with the ACAPP Chair. ACAPP meeting agendas will be distributed to the Committee members writ large prior to in-person meetings and virtual conference calls. Summaries of each meeting/call will be maintained by the GRPP staff and distributed to Committee membership and upon request to the CGS President.

Recommendations and Reports: Committee recommendations will be developed by consensus and submitted to the CGS President for consideration. If appropriate, the GRPP staff will formally convey these recommendations, and a report on the outcomes will be provided at the next ACAPP conference call or in-person meeting.

Associated Costs: CGS is not responsible for any costs associated with serving on the Committee (including travel, registration, and accommodation costs at the CGS Annual Meeting, CGS Summer Workshop, or CGS Annual Advocacy Day).