The meeting was called to order by the chair *pro tem*, Marti Singer, at 1:07 p.m. The first item of business was the approval of the December minutes. The minutes were approved as presented.

The next item of business was the election of a chair. The floor was opened for nominations. Marti Singer was nominated and she agreed to serve. The nominations were closed. Dr. Singer was elected chair.

Dr. Singer asked Amy Lederberg to give the committee a status report on where it is in the self-study process. Dr. Lederberg gave a brief update of which committees had been reviewed and which committees have not responded. Some committees have requested changes that go against the principles that this committee adopted. The principles were then briefly reviewed. Discussion continued on the principles and the various requested Bylaws changes from committees. Tim Crimmins suggested that no action be taken in regards to committee composition since there has been some controversy.

Carol Winkler proposed that Statutes and Bylaws move ahead in this process by sending the recommended changes in the various committees’ duties forward for approval. Committee composition can be tackled after the duties are approved. After some discussion, the chair proposed that the committee divide its work into two “chunks”: first work on committee duties and then on committee membership.

Paul Alberto joined the committee at this time. Dr. Singer brought Dr. Alberto up to date with Statutes and Bylaws’ progress. Dr. Alberto stated that the Senate self-study would be on the agenda at the upcoming Committee of Chairs meeting. It is hoped that something can be approved and put on the Senate agenda for the April meeting. There was some discussion about the Budget Committee and FACP and issues surrounding each committee’s duties and membership. After some discussion, it was agreed to hold off on making recommendations about Budget and FACP for the remainder of this Senate year. Dr. Alberto will get feedback from the Committee of Chairs and the Executive Committee on ideas for addressing the issues surrounding these two committees. Statutes and Bylaws should focus its efforts in putting together a proposal for amending committee duties for the April Senate meeting.

Dr. Singer agreed to work up a document with all the recommended committee duty changes that Statutes and Bylaws has already reviewed. This will be distributed with the call of the next meeting and will be on the agenda for discussion. The committee agreed to meet on Monday, February 28 and Monday, March 28 at 1:00 p.m. The location of the meeting will be sent with the meeting announcement.

Since there was no further business, the chair adjourned the meeting at 2:15 p.m.

Respectfully submitted,
Mary Nell Stone,
Committee Assistant