The meeting was called to order by the chair, Marti Singer, at 1:06 p.m. The first item of business was the approval of the April minutes. The minutes were approved as presented.

The meeting began with committee members introducing themselves to each other. Hard copies of the most current University Statutes and Senate Bylaws were distributed. Dr. Singer gave an overview of what the committee accomplished last year and what was on the agenda for this year: a self study of each committees’ membership lists. There was some discussion about the most efficient and effective way to tackle this project. Dr. Singer will contact all standing committee chairs to see if any standing committees have recommendations for membership changes. S&B will review any recommended changes that are forwarded to Dr. Singer at its next meeting.

The discussion turned to sub-committees and other university committees. There are several important committees on campus that meet regularly but are not codified in either the University Statutes or the Senate Bylaws. The "Council of Deans" is mentioned in section detailing FACP in the Senate Bylaws, however there is no place in either the Statutes or the Bylaws that then describes this council. It was agreed that Dr. Singer would ask Paul Alberto to place this discussion item on the agenda for the upcoming Senate Executive Committee retreat.

The meeting scheduled for November was cancelled. The next meeting of the University Statutes and Senate Bylaws Committee will be on Monday, December 5, at 1:00 p.m. in the Troy Moore Library. Since there was no further business, the chair adjourned the meeting at 1:43 p.m.

Respectfully submitted,
Mary Nell Stone,
Committee Assistant