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Minutes for the Committee on Committees

Date and Time: Tuesday, November 10, 2020 | 11:30 AM-12:23 PM

Location: Zoom Conference Call

Presiding: Tram Nguyen (Chair)

Present: Brian Carter, Nancy Genova, Michael Gosset, Alba Lynch, Debasish Roy, Ronette Shaw, Julie Trachman.

Absent: Lusleidy Perez

Minutes Prepared By: Debasish Roy

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| **Topic** | **Discussion** | **Decision / Action** |
| Meeting Called to Order  Presentation and Acceptance of Agenda  Acceptance of minutes for both September 29 and October 13 meetings | Quorum was met and meeting called to order at 11:40  Discussion on topics of Agenda. Motion to accept the Agenda.  Motion to accept the Minutes with minor changes. Seconded. | Unanimous Approval  Unanimous Approval |
| Chair’s Remarks | Certain changes are needed to different committees due to communications to Chair.  Prof. Prince declined to accept membership on additional committees.  Prof. Botwick agreed to be certified for Facilities.  Mr. Carter will step down from Scholarships and Awards, to be replaced by Susan Cortes.  Ten out of eleven committees have had elections and selected new Chairs.  All the election formalities are done and C-O-C Chair discussed with Chairs of all the respective committees about it. | Discussion continued. |
| Certification of committee members with change | Prof. Matos to be certified back on Disability Issues Committee.  Prof. Botwick to be certified for Facility Committee due to shortage of members on Facility.    Susan Cortes to be SGA representative on Scholarship and Awards. | Unanimous approval |
| Annual/Bi-yearly Reports  Meeting report format  Meeting absences | Prof. Gosset suggests a mid-year report from Standing Committees.  Should we follow the minutes template for meeting report.  Prof. Genova also comments on that.  Prof. Lang informed the C-O-C chair that Prof. Cisco was absent from two meetings. There was a discussion to replace him with Prof. Y. Rodriguez.  Ms. Lynch commented that to drop any member from any committee, it is important to ask him/her to follow the model of collegiality and respect. | Further discussion needed.  According to Charter-3 of the Senate rule, three absences can eliminate the member from the respective committee.  Unanimous agreement |
| Adjournment | Motion to adjourn made at 12:23 PM. | Unanimous Approval |