

**SENATE COMMITTEE CHAIRS MEETING**

**B 331**

**Monday, March 25, 2019**

**3:30-5:00**

**Agenda**

1. Call to Order
2. Acceptance of the agenda
3. Approval of minutes from February 11, 2019 meeting
4. Senate Chair – Ernest Ialongo - Report
   1. Notifying Chairs of the SEC and Committee on Committees of any changes on your committee
   2. Role of the Committee on Committee
   3. Senate Committee Chairs’ Reports at Senate in April and May
5. Suggested Topics of Discussion
   1. Setting up a semester’s collective meeting dates ahead of time – Linda Miles
   2. Orientation of students, faculty, and staff as to the function, and seriousness, of the committees they are appointed/elected to – Sandy Figueroa and Diana Macri
   3. Formalizing the certification process of new members – Tram Nguyen
   4. Other topics relating to common goals, issues, or strategies of the Senate committees
6. Next meeting date—Monday, September 16, 2019, 3:30-5:00
7. New Business
8. Adjournment