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**Eugenio María de Hostos Community College**

**Minutes of the Committee on Committees Meeting**

February 26, 2020

Minutes by Tram Nguyen

Location: C-490

Starting Time: 2:00 PM

Adjourned: 3:17 PM

Presiding: Michael Gosset and Julie Trachman, Co-chairs

Present: Michael Gosset, Tram Nguyen, Ana Ozuna, Julie Trachman, Brian Carter, and Mercedes Moscat

Absent: Nancy Genova, Debasish Roy, Muiz Agbaje

The agenda items included the following:

* Acceptance of Agenda
* Co-Chair’s Remarks
* Approval of previous meeting minutes
* Certification of Membership
* Old Business / New Business
* Adjournment

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| **Topic**  | **Discussion**  | **Decision / Action**  |
| Acceptance of Agenda | Prof. Gosset motioned to approve the agenda  | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Co-Chair’s Remarks | Profs. Gosset and Trachman thanked everyone for their work on the committee |  |
| **Topic** | **Discussion** | **Decision / Action** |
| Approval of Dec. 10, 2019 | Motion to accept the minutes with minor edits | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Review of Senate Standing Committee Membership lists | Minor updates and edits were made | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Review of Call Out Form | Discussion ensued regarding:* Reconstitution of all committee membership in Fall 2020
* Explanation of interest should be brief, 50 words
* Everyone will have to reapply
 | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Review of Communication to Chairs  | Chairs will be reminded that:* Committees will be completely reconstituted
* Chairs should complete a status survey on membership participation by the end of April
* Chairs should send end of year report before the May Senate
 | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Certification of SGA students | Motion to certify students selected by the SGA to serve as representatives on Standing Committees | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Certification Vote | Karin Lundberg for Grants | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
|  Adjournment | Motion to adjourn made at 3:17 | Unanimous Approval |