

7-7-10

- Reflections on past year – successes, failures, efforts to focus on next year
- Roles of Officers
 - ✓ Monthly articles by Marianna for *Pieces of Eight*
 - ✓ Marianna's Senate meeting scripts will be ready on Monday
 - ✓ Monitor emails regularly since a lot of info will be distributed that way this year to keep officers involved in issues that come up – reading most recent first if possible
 - ✓ Need Brenda (as past SACS Director) with all SACS related issues
 - ✓ Need Mark and Brenda always alert at meetings to aid Marianna with chaos during meetings (i.e. no emails during Senate meetings if at all possible, please)
 - ✓ Senate minutes proofed before distributed to Chair/Vice Chair to review
- Update on University Studies (Hunt to provide "briefing sheet" from Ellen Deters)
- Graduate School
- Patents
- Faculty Manual Review w/Faculty Officers and Faculty Advisory Committee
- Training personnel committees and unit heads
- Service on academic committees as Chair's representative
- Update on Space Committee meeting (McKinnon)
- University Policy Manual
- STEPP program