**EXECUTIVE COMMITTEE of the UNIVERSITY SENATE**

**AGENDA for ECUS/SCC/ScoN Meeting**

**3:30 pm Friday, August 23, 2013 – Parks 301**

**Call to Order**

* Approval of the Agenda
* Review of minutes from April 19, 2013 meeting of the 2012-2013 University Senate and April 26, 2013 meeting of the 2013-2014 University Senate for readiness for distribution to University Senators for review
* Introductions

**Subcommittee on Nominations (ScoN)**

* Chair and membership of ScoN
* Review nominations for SoCC volunteers

**Committee Reports**

* APC – Howard Woodard
* CAPC – Cara Meade
* FAPC – Alex Blazer
* SAPC – Doreen Sams
* RPIPC – Maureen Horgan
* ECUS – Lyndall Muschell

**Information Items**

* Graduate Assistant – Carly Jara
* Parliamentarian – John Sirmans
* Electronic Tools – oversight by Doc St. Clair
* Photos for Senate web page – new procedure
* Submission of operating procedures for committees

**New Business**

* Set agenda for University Senate meeting on September 13, 2013

**Officer Orientation**

* Accessing and submitting through the repository - Catherine Whelan
* Accessing and utilizing the motion database – Catherine Whelan
* Roles in ECUS/SCC and Senate meetings – Catherine Whelan
* Required written reports – Craig Turner
* Senator database – Craig Turner
* Committee email lists – Craig Turner
* Minutes - Contacts for submission of minutes/Optional template – Craig Turner

**Adjournment**

**Calendar**

* University Senate Meeting - Friday, September 13 @ 2pm, A&S 272
* ECUS Meeting - Friday, October 4 @ 2:00 pm, Parks 301
* ECUS/SCC Meeting - Friday, October 4 @ 3:30pm, Parks 301