

MEMORANDUM

Date: November 22, 2011
TO: Members of the Steering Committee
FROM: Ida Cook
Chair, Faculty Senate
SUBJECT: **SPECIAL CALLED STEERING COMMITTEE MEETING on December 1, 2011**

Meeting Date: Thursday, December 1, 2011
Meeting Time: 4:00 – 6:00 p.m.
Meeting Location: College of Arts and Humanities, Room 192A

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Recognition of Guests**
4. **Business**
 - Instructor/Lecturer Promotion and Rank Committee Recommendation
 - Strategic Plan
5. **Adjournment**