

**MEMORANDUM**

**TO:** Executive Steering Committee  
**FROM:** Ida J. Cook *Ida J. Cook*  
Chair, Faculty Senate  
**DATE:** November 8, 1999  
**SUBJECT:** STEERING COMMITTEE MEETING - January 6, 2000

**DATE:** January 6, 2000  
**TIME:** 4:00 p.m.  
**ROOM:** Phillips Hall- 406-I

**AGENDA**

1. Call to Order
2. Roll Call
3. Minutes of November 4, 1999
4. Announcements
  
5. Old Business
  
6. New Business
  - a) Standing Committee Reports
    - Budget & Administrative - Dr. Glenn Cunningham
    - Graduate Council - Dr. Jamal Nayfeh
    - Undergraduate Policy & Curriculum - Dr. K. Heinrich Barsch
    - Personnel - Dr. Aaron Liberman
  
7. Faculty Senate agenda for January 20, 2000
  
8. Other