

## MEMORANDUM

**TO:** Steering Committee

**FROM:** Dr. Arlen Chase  
Chair, Faculty Senate

**DATE:** January 5, 2004

**SUBJECT:** **STEERING COMMITTEE MEETING**

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**DATE:** January 8, 2004  
**TIME:** 4:00 p.m.  
**ROOM:** Phillips Hall, Room 406I

### AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Minutes of November 6, 2003**
4. **Announcements and Recognition of Guests**
5. **Old Business**
  - Trustee Chairs/University Chairs
  - Scholarship In Teaching Awards
6. **New Business**
  - Administrative Reviews
  - Athletic Update Request – **Dr. Chase**
  - Academic Amnesty Policy – **Dr. Schell**
  - Standing Committee Reports
    - Budget & Administrative** – Dr. Cynthia Young
    - Graduate Council** – Dr. Alain Kassab
    - Personnel** – Dr. Rosie Joels
    - Undergraduate Policy & Curriculum** – Dr. Bob Pennington
7. **Other**