

## MEMORANDUM

**TO:** All Steering Committee Members  
**FROM:** Dr. Arlen F. Chase  
Chair, Faculty Senate  
**DATE:** March 7, 2005  
**SUBJECT:** Steering Committee Meeting

---

**DATE:** March 10, 2005  
**TIME:** Meeting at 4:00 p.m.  
**ROOM:** OOR Conference Room, MH 243

## AGENDA

1. Call to Order
2. Roll Call
3. Minutes of *February 10, 2005*
4. Announcements and Recognition of Guests
5. Old Business
6. New Business
  - ⇒ PeopleFirst - Dr. Wink
7. Standing Committee Reports
  - ⇒ Budget & Administrative - Dr. Ida Cook
  - ⇒ Graduate Council - Dr. Subir Bose
  - ⇒ Personnel - Dr. Manoj Chopra
  - ⇒ Undergraduate Policy & Curriculum - Dr. Bob Pennington
8. Other Issues