

## MEMORANDUM

**TO:** Executive Steering Committee  
**FROM:** Ida J. Cook  
Chair, Faculty Senate  
**DATE:** September 8, 1999  
**SUBJECT:** STEERING COMMITTEE MEETING - September 16, 1999

**DATE:** September 16, 1999  
**TIME:** 4:00 p.m.  
**ROOM:** Phillips Hall- 406-I

### AGENDA

1. Call to Order
2. Roll Call
3. Minutes of August 19, 1999
4. Announcements
  
5. Old Business
  - a) Faculty Senate Constitution Revisions Report
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. Other