

**RULES AND PROCEDURES COUNCIL**  
**September 19, 2024 – 2:30PM**  
**Willow Room, Morris University Center**

**AGENDA**

**Members:**

Tim Kalinowski, Jason Stacy, Lynne Miller, Undrah Baasanjav, Jason Swagler, Kenneth Rawson, J.T. Snipes, Ralph Tayeh, <TBD>

- I. **CALL TO ORDER**
- II. **PUBLIC COMMENT**
- III. **ANNOUNCEMENTS**
- IV. **CONSIDERATION OF MINUTES**  
April 18, 2024
- V. **ACTION ITEMS**
  - a. Department split in SEHHB
  - b. Task Assignments
    - i. Vice-Chair or Chair-Elect
    - ii. “Chair” Personnel – work on policy alternates, absences, replacements, and shortages
      1. Committee Member: Unit Allocations for next year - Spring
      2. Committee Member: Instructor selection - Spring
    - iii. “Chair” Evaluations – work with Chancellor and Provost on questions moving forward; restructured timeline
      1. Committee Member: This year’s questions to Chancellor
      2. Committee Member: This year’s questions to Provost
      3. Committee Member: Process answers regarding Chancellor – Spring (work with IT in Fall)
      4. Committee Member: Process answers regarding Provost – Spring (work with IT in Fall)
    - iv. “Chair” governing papers – conform Operating Papers to match shift to Governance Council from Rules & Procedures
- VI. **NEW BUSINESS /COMMENTS**  
Quadrennial review of the Provost
- VII. **GUEST -**  
Maybe Marcus Agustin
- VIII. **REPORTS FROM COUNCIL CHAIRS**  
N/A
- IX. **ADJOURNMENT**

Next meeting 2:30pm, October 17, 2024, Willow Room, M.U.C.