

Meeting Date: November 6, 2008

Meeting Venue: Room 286, Holmstedt Hall

Meeting Time: 2:00 – 3:16 PM

Members Present: S. Arvin (Secretary), R. Fitch, C. Klarner (Chair), M. Miller, T. Nesser, N. Nichols-Pethick, D. Polizzi

Absent: A. Chandrasekaran, L. Cutter

Executive Liaison: J. Fine

Ex-Officio: D. Underwood

Klarner motioned to set up a discussion board to discuss Senate Charge #5 "*Make recommendations regarding the domain of responsibility held by URC.*" The discussion board would be used to reflect on the Charge and exchange ideas, but not decide agreement. Members committed to read the discussion board three times (once weekly) before the next URC meeting and try to respond. Polizzi seconded the motion. The motion passed unanimously (CK/DP 7-0-0). Miller was asked to set up the discussion board.

The URC minutes of October 9, 2008 were approved with corrections. (DP/TN 5-0-2)

Members discussed whether URC was required to meet each calendar month. As a committee with a specific charge, URC must meet only enough to complete its charges.

Arvin announced for the benefit of members that, as secretary, she would take notes on proposal discussion to facilitate drafting of letters but that the discussion is private and no official record will exist.

Fall proposals were discussed and funding was decided.

Meeting adjourned at 3:16 p.m.