TO: President Jack Miller  
FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with amendment of Committee by-laws is presented to you for your consideration. Two additional copies are included for your use.

2. This motion was adopted by the University Senate on [Date]

3. After considering this motion, please indicate your action on this form, and return it together with the original copy to the President of the University Senate.

4. Under the By-Laws of the University Senate, Section 3.8, the following schedule of action is to be observed.
   a) By ____________, Senate action reported to the President of University. (Date)
      (Within five school days of the session in which they are adopted).

   b) By ____________, President of the University to return the motion to the President of the Senate. (Within 10 school days of receipt).
      (Date)

ENDORSEMENT:
TO: President of the University Senate
FROM: President Jack Miller

1. Motion Approved

2. Motion Disapproved
   (Explanatory statement must be appended)

3. Action "is deferred"

4. Resolution Noted

5. Other

createdAt [Date]
President, University Senate (Tim Craine)

3/3/08
Date
President
d) Senator Adams moved the elimination of the phrase, Item 5, Organization, of the P&T committee by-laws, “and the disposition of files,” given that an administrative procedure already exists to handle this task, and that it need not be the burden of each year’s P&T committee: Approved.