Present: Bill Baer, Lisa Habel, Yessenia Guerrero (co-chair), Michelle Hollis (co-chair), Cathy Newell Kelly, Sara Perkins, Sarah Willey-Thomas (secretary), Kate Windsor

Regrets: Lee Hornberger, Agata Jagielska

Organization of Meeting: Yessenia Guerrero, co-chair of the committee, took the chair, and Sarah Willey-Thomas acted as secretary. The secretary advised that a quorum was present. The agenda was accepted as distributed.

OPEN AGENDA

1. Agenda and Minutes
   a) Approval of Agenda
   Recommendation moved by Newell Kelly and seconded by Habel,
   To approve the agenda of the March 7, 2024 meeting. Carried.

2. OTHER BUSINESS
   Willey-Thomas indicated that minutes would be available at the following meeting.

   March 14, 2024
   Sarah Willey-Thomas
   Associate University Secretary