



**DEPARTMENT OF PHYSICS**  
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## MEMORANDUM

Date: Thursday, September 11, 14  
To: Ms. Karen Roche, University Secretary  
From: Mark Gallagher, Chair of Senate Organization Committee  
Subject: Report of the Senate Organization Committee

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The Senate Organization Committee met on September 4<sup>th</sup> to consider a number of items including:

1. Terms of Reference for the Senate Academic Information Technology Committee (SAITC). The committee approved a change to the composition of SAITC. In particular allowing for the Director of the Instructional Development Centre to have a designate attend in their absence.

Revision under Composition:

- 8) Director of the Instructional Development Centre **or designate.**
2. Endorse the previous Senate Organization Committees recommendations for revisions to the Senate By-laws namely:
  - Article VII (9)(b) – COU Academic Colleague
  - Article XIV(59) – Standing Committees to Elect chairs
  - Appendix A – Faculty Senators and COU Academic Colleague Eligibility Requirements and Procedure for Senate Elections

The Senate Organization Committee makes the following recommendations to Senate:

**MOVED that the proposed revisions to the Senate By-laws be approved.**

**MOVED that the proposed revision to the Senate Academic Information Technology Committee Terms of Reference be approved**

Mark Gallagher, Chair.