**Attendance:**

Hockenberry [X] Horst [X] Jones [X] Mangruem [X] Nichols [X]

Smith [X] Stewart [X] Villalobos [ ] Kramer [ ] Topdar [ ]

Catanzaro [X]

**Absences:** 3

Meeting called at 6:00pm

After introductions, the committee elected Senator Horst to serve as committee chair. Senator Horst accepted nomination. Senator Horst was elected as committee chair by a unanimous vote of the committee.

Senator Horst called for nominations for committee secretary. Senator Mangruem self- nominated. Senator Mangruem was elected as committee secretary in unanimous vote by the committee.

Senator Horst asked the committee to keep an eye out for emails containing information packets for future meetings.