**Attendance:**

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

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

Catanzaro [X]

**Absences:** 4

Meeting called at 6:03pm

After taking roll, the minutes from 9.9.2020 were approved by the committee unanimously.

After brief clarifications, the committee unanimously agreed to pass the Library Committee description from appendix 2 to the Academic Senate Executive Committee.

Committee reviewed the Milner Library Council Bylaws. Senator Horst suggested adding a section about committees into the bylaws, as well as language regarding the search for associate and assistant deans and assistant deans.

The committee was joined by two guests from Milner library; Joan Schuitema, and Dallas Long.

Senator Horst inquired about language regarding committees in the bylaws.

* Dean Long clarified that Milner bylaws historically hadn’t had language about committees in the bylaws.

Senator Horst asked for clarification on the procedure for searching for associate deans and assistant deans in the library.

* Dean Long stated there are only assistant deans in the library and there are procedures.
* Joan Schuitema suggested they could add said procedures to library bylaws.

Senator Horst made a suggestion about adding language regarding the dean evaluation instrument in library bylaws.

Joan Schuitema explained how library faculty caucus takes place.

Senator Horst made several proofing edit suggestions on proposed by laws. Joan Schuitema agreed to look over them. Joan Schuitema will also check with council regarding the removal of unnecessary language from Article VI from bylaws.

Horst suggested moving language about elections to Article VI, as well as clarifying whether or not a student can serve as the committee chair. The committee and Joan Schuitema agreed and will look into moving it.

Senator Horst suggested more revisions to the language in Article VIII and committee moved on to reviewing Articles IX and X.

Senator Horst suggested that Joan Schuitema and Dean Long go back to their council and review the proposed edits so we can get them back as soon as possible to hopefully get it passed this year.

Senator Horst will look into whether or not bylaws take effect immediately if passed.

The committee will review the CAS bylaws and next committee meeting.