TO: The Committee on Research (CR) and the Academic Senate

FROM: The Faculty Diversity and Equity Committee (FDEC)

SUBJECT: Alteration of meeting schedule for the CR and FDEC committees of the Academic Senate; effective Fall 2013

PURPOSE: For action by the Academic Senate

Dear Committee on Research members and Academic Senate,

The Faculty Diversity and Equity Committee (FDEC) recommends to the Academic Senate to move our regular meeting time to Thursdays 2-4pm (2\textsuperscript{nd} and 4\textsuperscript{th} weeks) beginning in Fall 2013 and henceforth. The reason for this request is to enable FDEC members who are now responsible for reviewing a program's Five-year review, as part of the new charge to FDEC, to be able to attend the Committee on Academic Planning and Resources (CAPR) meeting (1\textsuperscript{st} and 3\textsuperscript{rd} weeks) when it is reviewing a program's Five-year Plan. This will enable FDEC committee members not to have to rearrange his/her teaching schedule to participate in the CAPR discussion. However, this change would mean our committee's regular meeting would be held at the same time as the Committee on Research's (CR) meeting. We ask CR to consider moving its regular meeting to our time of Wednesdays 2-4pm (2\textsuperscript{nd} and 4\textsuperscript{th} weeks) beginning Fall 2013.

Sincerely,

Kim Geron, FDEC Chair