

MINUTES

October 11th, 2022

Members Present: Brian Du, YuanYuan Gao, John Tan, Lan Wu, and Jung You (chair)

Guest: Gangaram Singh (dean)

Venue: Online meeting via Zoom

The meeting was called to order at 3:00 p.m.

1. The committee elected the chair: approved unanimously
2. The committee decided to take turns to be the secretary: approved unanimously
3. **Business Items**
 - a. The Dean recommends the FAC review the election procedure in the CBE bylaws.
 - b. The dean encourages the committee to discuss issues and policies that make the college a more engaging community where faculty actively participate in college business.
 - c. The FAC will consult faculty and collect feedback on such policies.
4. The committee will decide on the future meeting schedules to work on the business items.

Meeting adjourned at 3:35 p.m.

Minutes respectfully submitted,
Jung You