

## 2023-2024 End Committee Report Form

**Committee:** Committee on Committees

**Chair:** Reiko Kataoka

**Chair-Elect for 2023-2024:** Ranko Heindl

**: 5**

08/21/2023; 08/28/2023;  
09/25/2023; 04/10/2024; 04/17/2024  
After the first three meetings, normal operations were carried out by regular and need-based email communications until April.

### Items of Business Completed 2023/2024

1. Maintained the list of vacancies to be viewed by campus community members.
2. Recruited faculty to serve on various Senate committees.
3. Maintained the list of vacancies to be viewed by campus community members.
4. Maintained the spreadsheet for the student member that has been shared with the Associated Students, where the current members and vacancies can be viewed.
5. Created the Election Calendar for the Senate.
6. Created the Appointment Calendar for the Senate.
7. Carried out General Election and Statewide Election in spring 2024 semester.

**Committee on Committees Meeting Minutes (Summary)  
8-21-2023, by Zoom (2-3:45 pm)**

**Committee on Committees Meeting Minutes (Summary)  
8-28-2023, by Zoom (2-3:30 pm)**

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## Committee on Committees

