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**Eugenio María de Hostos Community College**

**Minutes of the Committee on Committees Meeting**

Oct. 15, 2019

Minutes by Tram Nguyen

Location: C-490

Starting Time: 2:00 PM

Adjourned: 2:35 PM

Presiding: Michael Gosset and Julie Trachman, Co-chairs

Present: Michael Gosset, Tram Nguyen, Ana Ozuna, Debasish Roy, and Julie Trachman, Muiz Agbaje, Brian Carter

Absent: Nancy Genova, Mercedes Moscat

The agenda items included the following:

* Acceptance of Agenda
* Co-Chair’s Remarks
* Approval of previous meeting minutes
* Certification of Membership
* Old Business / New Business
* Adjournment

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| **Topic** | **Discussion** | **Decision / Action** |
| Acceptance of Agenda | Prof. Gosset motioned to approve the agenda | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Co-Chair’s Remarks | Prof. Gosset nominated Prof. Nguyen to be Recording Secretary for Fall 2019  A discussion about standardizing nomenclature and details of discussions in minutes was had | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Approval of Feb. 29, 2019 Meeting Minutes | Motion to accept the minutes | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Approval of Apr. 30, 2019 Meeting Minutes | Motion to accept the minutes with the amendments below:   * minor rewording under Co-Chair’s remarks * Approval of Feb. 29, 2019 Meeting Minutes was changed to “Tabled” to reflect the committee’s action * Explanations under Decision/action for Certification Votes were moved to Discussion for consistency | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Approval of Sept. 3, 2019 Meeting Minutes | Motion to accept the minutes with the amendments below:   * Mr. Muiz Agbaje’s name was corrected for spelling error * Ms. Catherine Hilyard should serve on Grants, not Disabilities * Prof. Joseph Caravalho awaits space on Affirmative Action, not Academic Standards | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Certification Votes | SGA replacements:   * Ms. Nicole Rodriguez for Scholarship and Awards * Ms. Nicole Rodriguez for Grants * Mr. Muiz Agbaje for Admissions and Retention * Ms. Salimatou Bah for Institutional Research | Unanimous Approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Adjournment | Motion to adjourn made at 3:06 | Unanimous Approval |