REPORT FROM NOMINATIONS AND ELECTIONS COMMITTEE: Jayne Tang, Chair
 Ms. Tang sent an email to senators. This message should serve as a sample message that
senators can send to their district constituents encouraging them to run for a position on the
Administrative Senate. The list of administrators by district is located on the shared drive. The
senate lists will include a few people who are not able to run for office – like deans, vice
presidents and employees on the President’s Council.
 Ms. Tang stated that March should be used for promotion and recruitment. There will be two
seats for officers and five senator positions on the ballot.

REPORT FROM CONSTITUTION AND BY-LAWS COMMITTEE: Larry Back, Chair
 The Committee is moving forward on the Procedure Manual. The Committee will formalize the
original from draft. Previously the Administrate Senate suggested there were items in the
Constitution that would be better put in a Procedure Manual (if there was one). As the
Procedure Manual is closer to being finalized, this topic can be revisited.

REPORT FROM EVENTS AND OUTREACH COMMITTEE: John Campbell, Vice Chair
 The toolkit scheduled for April 9 concerning Disability Services will be rescheduled. April 9 is the
day the neu22 46enate