

1. Minute taker selection
2. Approve minutes
3. Recap of meeting with University Staff
4. Update of bylaws
  - a. Changed academic staff to staff (inclusive of all non-faculty)
  - b. Updated for clarity removing some time specific items from previous CASI iterations.
  - c. Clarified definition on casi
5. Overview of procedures in the by-laws.
6. Decide on who is what term limit (so we don't all rotate off at the same time)