SD City College Academic Senate By-Laws change proposal: The purpose is to have an odd number of members and to relieve some of the workload for President of the Chairs Council.

Article III Senate Committees

Section 2: Committees on Committees
A. Composition
The Committee shall consist of the Past-President or President-Elect, The Adjunct Officer and one member of the Senate Executive Committee excluding the President, and with the President of the Chairs Council Past-President/President-Elect or designee serving as the Chair.

Article I Duties of the Officers

Section 3: Secretary
It shall be the duty of the Secretary to:
A. Issue calls to meeting, publish the agenda, keep appropriate records, and publish minutes of all the meetings of the Senate.
B. Conduct all routine correspondence pertaining to this office, including notification of the membership in advance of all Senate activities additional to business meetings.
C. Serve on the Executive Committee.
D. Serve on the Committee on Committees
E. Perform other duties as may be specified by the Academic Senate.

Section 4: Treasurer
It shall be the duty of the Treasurer to:
A. Collect all assessments of the Association as directed by the Senate, with the assistance of the other members of the Senate as needed and selected by the Treasurer.
B. Deposit funds in a local bank, savings and loan, or credit union in the name of the Senate.
C. Issue checks for expenses incurred and authorized by the Senate.
D. Maintain a record of all receipts and disbursements of Senate monies; make a report at all Senate meetings, and make records available for audit.
E. Serve on the Academic Senate Executive Committee
F. Serve on the Committee on Committees
G. Perform other duties as may be specified by the Academic Senate.