Committee Purpose as defined by the SEC Bylaws:

A committee of three (3) including the Vice Chair, shall review the Bylaws and make recommendations for change to the Council. Upon approval by the Council, the committee chair shall deliver said Bylaws to the President, through the office of the Vice President for Administration and Finance, for signing. Upon procurement of the President’s signature, the committee chair shall make arrangement for copies of the Bylaws to be printed and then distributed to the Council members at the next regularly scheduled monthly meeting.

Committee Charges:

Look at bylaws to see if they need revisions. Look at reapportionment and decide if it needs to be done.

Update member names and units as needed

Actions and Recommendations:

The committee met via email throughout the year to discuss bylaws revisions and reapportionment.

Recommendations:

To approve the revisions to the bylaws.

To look at reapportioning units, based on size and function. The reapportionment must be completed prior to the first Friday of March 2014 when the lists for elections are requested from Human Resources.

No costs were occurred.

Respectfully Submitted,