

Note Change of Location

**Agenda
Chairs' Council Meeting
Wednesday, November 29, 2006
Leadership Room, Student Center
8:30 – 10:30 AM**

- | | |
|----------|---|
| 8:30 AM | Administrative Assistants (secretaries) upgrade to Admin Assist II Rod Bossert & Alicia Stignani (Rod will be here only briefly, has another meeting at 9:00AM) |
| 9:15 AM | IRB and how to do research at KSU, Martha Myers |
| 9:30AM | Admin & Leadership Guidelines, T&P Workshop, Dec 1, CETL, Linda Noble |
| 9:50 AM | Chair Council Bylaws (finally), Randy Smith |
| 10:15 AM | Other |

**Please note, we will meet in Leadership Room until further notice while CETL is
Under construction (or longer)**

Next Scheduled Chair Council Meetings:

| | |
|---------|---------|
| Spring: | 1/10/07 |
| | 2/14/07 |
| | 3/14/07 |
| | 4/18/07 |