

# The University of North Carolina At Pembroke

## Faculty Senate Committee Meeting

### Agenda

**Meeting of the Faculty Senate Committee  
Wednesday, 5 November 2003 @ 3:30pm  
Room 213, Chavis University Center**

Thomas A. Dooling, Chair  
Holden Hansen, Secretary

#### Members:

Allen C. Meadors, Chancellor, Ph.D., FACHE  
Roger Brown, Provost & V.C. for Academic Affairs

#### To 2006

ART Jean Sexton

EDN Sara Simmons

LET Robert Brown

NSM Deok-Hyun Hwang

SBS Elizabeth Normandy

At-Large Paul Flowers

At-Large Kay McClanahan

At-Large Richard Vela

#### To 2005

ART John Labadie

EDN Irene Aiken

LET Jesse Peters

NSM Dennis Edgell

SBS Michael Spivey

At-Large Robert Canida

At-Large Weston Cook

At-Large Cindy Saylor

#### To 2004

ART Holden Hansen

EDN Susan Edkins

LET Ray Sutherland

NSM Bill Campbell

SBS Wright Killian

At-Large Cherry Beasley

At-Large Tom Dooling

At-Large Bonnie Kelley

#### Order of Business

A. Roll Call

- B. Approval of Minutes
- C. Adoption of Agenda
- D. Reports from Administrators
  - 1. The Chancellor
  - 2. The Provost and Vice Chancellor for Academic Affairs
- E. Reports of Committees
  - 1. Operations Committees
    - a. Committee on Committees and Elections
      - i. Vote: General Education Subcommittee - Beverly King
    - b. Executive Committee
      - i. Vote: The Faculty Senate will conduct an inquiry into the closing of the Dial Building.  
(If this passes the Senate must select or create a committee to charge and carry out this process.)
    - c. Committee on Faculty Governance
  - 2. Standing Committees
    - a. Academic Affairs
      - i. Vote on curriculum changes\*\*(see below)
    - b. Faculty and Institutional Affairs
      - i. **Vehicles displaying a Faculty/Staff parking permit are allowed to park in parking lots designated as commuter student parking without penalty.**
      - ii. Change in Automatic Tenure Policy- The title of the policy will be changed to, "Tenure Consideration for Newly-Hired Faculty and Administrators" also the final sentence regarding the granting of administrative contracts be dropped. \*\*\***(see below)**
      - iii. **On the day of the performance, UNC Pembroke faculty and staff who present University identification will be admitted to the Distinguished Speaker Series without charge and as seating availability permits.**
    - c. Student Affairs and Campus Life
  - 3. Special Committees
- F. UNC Faculty Assembly Report
- G. Teacher Education Committee
- H. Graduate Council
- I. Other Committees
- J. Unfinished Business
- K. New Business
- L. Announcements
- M. Adjournment

**\*\*Academic Affairs Curriculum Change Proposals**

- 1. The following minor proposal from the HPER Dept was approved unanimously:

Re-structure HLTH 490 Internship from its present 3-9 design to HLTH 490, 491, & 492, each being 3 hrs.

2. The following proposals from the Chemistry & Physics Dept were approved unanimously:

2.1 New 122-hour **B.S. in Chemistry: Environmental Concentration** (see requirements below):

Frosh seminar.....	1
Gen Educ .....	44*
(* 12 hrs of Gen Educ courses are listed as specific required courses)	
Major Requirements: .....	65 (63)*
BIO 210 [= 3 hrs];	
CHM 110,111,130,131,226,227,230,250,251,298,	
311,312,410,427 [=41 hrs];	
CHM 448, 480 and/or 499 [= 4 hrs];	
GLY 115,115L,262 [= 7 hrs];	
PHY 150,151,156,157or200,201,206, 207 [= 8 hrs];	
MAT 107&108(or 109equivalent), 221,222 [= 14(12) hrs].	
Electives .....	12-14
Total =	122

2.2 Modify existing 3-hr course CHM 230 Basic Environmental Chemistry to include a lab component to make it a **4-hr** course with accompanying course description modification

3. The following proposals from the Education Dept were approved unanimously [Note: proposals have been approved by Teacher Educ]:

3.1 Four new 3-hr courses:

- EDN 240 Teaching with Children's Literature**
- EDN 451 Reading Practicum**
- EDNS 4XX Special Topics**
- EDNS 5XX Special Topics**

3.2 New 18-hour Reading Concentration:

EDN 408 or 409; 410 or 419; 240 (see new course above) or EED 384; 425; 451 (see new course above); SED 300; [Note: if a student seeks "Highly Qualified" status, he/she can choose 6 additional hours from the following elective choices: ENG 346,371,481,483,or 485]

3.3 Changes in the Special Education Program degree to comply with new licensure requirements;

3.31 Replace SED 200 with new 3-hr course **SED 300 Intro to Exceptional, Diverse, & At-Risk Students**;

3.32 Add existing SED 490 Discipline & Classroom Management as a degree requirement;

3.33 Add existing SED 330 Students with Behavior-Emotional Disabilities as a degree requirement;

3.34 Add new 1-hr course **SED 405 Adapting Technology for Students With Special Needs** as a degree requirement;

3.35 Delete existing SED 301 & 302 & combine them into new 3-hr **SED 303 Special Educ Curriculum for Students with Mild Disabilities**;

3.36 Delete existing SED 400 & 401 & combine them into new 3-hr **SED**

**402 Special Educ Assessment for Students with Mild Disabilities;**

3.37 Delete existing SED 470 & 471 & combine them into new 3-hr **SED**

**472 Techniques, Materials & Resources in Special Educ for Students with Mild Disabilities;**

3.38 Existing SED 330 title becomes **Students with Behavioral-Emotional Disabilities** (minor change);

3.39 Existing SED 341 course title becomes **Strategies Instruction for Students with Mild Disabilities** (minor change).

3.310 Net effect: major degree hours will increase by six hrs to 58; electives will decrease by 6 hrs to 25; total degree will remain at

128.

4. The following proposals from Mass Communication Dept were approved unanimously:

Minor Changes:

4.1 Change course number of BRD 316 to **160** to reflect actual level of material and eliminate MCM 210 as a prereq;

4.2 Change course number of BRD 419 to **460** for better sequencing;

4.3 Change course number of BRD 402 to **280** and its title from "Computer Animation & Graphics" to **Computer Animation**;

4.4 Change title of JRN 306 from Editing & Typography to **News Editing**;

4.5 Change title of JRN 340 from News writing & Reporting II to **Advanced News writing and Reporting**

Broadcasting Program Degree Changes:

4.6 Change title of BRD sequence 161,162,261,262,361,362,461,462 to **Broadcast Practicum** and require three (3) credits;

4.7 Delete BRD Webcasting sequence 171,172,271,272,371,372,471,472; students will use the new "161" sequence above;

4.8 Delete BRD 408 and 312, merge their contents into/with **BRD 315** called **Broadcast Programming and Management**, add MCM 210 as a prereq, and require it;

4.9 Require BRD 260 Basic Videography & Editing (currently it's an elective) and add new prereq of BRD 160 (see *BRD 316 to 160* above);

4.10 Create new 3-hr course **BRD 360 Advanced Videography & Editing** prereq of BRD 260 and require it in the degree;

4.11 Require either BRD 313 or 314, but not both as is currently required.

Net Result: degree requirements will increase by 3 hrs; free electives will decrease by 3 hrs; total degree hours of 120 remains the same

with

5. The following proposal from the Math & Computer Science Dept was approved unanimously:

Add new 3-hr course **MAT 211 Survey of Geometry** to strengthen dept offerings

6. The following proposals from Business Dept were approved unanimously:

Minor Changes:

6.1 Change title of MGT 315 from International Business to **International Management**;

6.2 For bookkeeping purposes, make ACC 495, ECN 495, FIN 495, MGT 495, & 495 now read **ACCS 4xx, ECNS 4xx, FINS 4xx, MGTS 4xx**, and

MKT

**MKTS 4xx;**

Major Changes:

- 6.3 Require MAT 215 Calculus with Applications or MAT 221 for both the accounting and business admin degrees;
- 6.4 Add prereq of "C or better" in MAT 215 or 221 above for the following courses: ECN 301, 304/FIN 304;
- 6.5 Add new 3-hr course **MKT 313 International Marketing** to strengthen offerings and also add it to the electives choices in the marketing concentration; dept
- 6.6 Delete existing MGT 307 & 308 and combine them into a new 3-hr course **MGT 306 Organization and Management** which will be required of all business and accounting majors;
- 6.7 Create new 3-hr course **MGT 309 Organizational Leadership** to strengthen dept offerings;
- 6.8 Management Concentration will now consist of MGT 309, 315, 408, and 410 only; i.e., there will be elective options in this concentration;
- 6.9 Add two new 3-hr courses **FIN 305 Risk Management and Insurance** [prereq: FIN 310 and DSC 313] and **FIN 421 International Finance** [prereq: FIN 310, DSC 313, & MAT 215 or 221] to strengthen finance and dept offerings;
- 6.10 Add the two new finance courses above to the elective options under the concentration and delete ACC 321 and 331 as options; Finance

\*\*\* Modification of Automatic Tenure Policy passed last year.

**Old Version**

**Automatic tenure for new faculty and administrators**

When a tenured distinguished faculty member or senior academic administrator (department chairs, deans, associate vice chancellors, and provosts) who requests a faculty appointment is being considered for a position at UNCP, tenure can be conferred upon hiring. In such exceptional cases, before a contract is offered, the Provost and Vice Chancellor for Academic Affairs submits the portfolio of the candidate to the appropriate department for consideration of tenure. After careful consideration, the department chair and faculty make a recommendation to the appropriate dean, who in turn makes a recommendation to the Provost for or against tenure in that department. It is expected that the Provost and the Chancellor would abide by these recommendations except in extraordinary circumstances. If the recommendation is against tenure for a senior administrator, a strictly administrative contract may still be offered.

**New Version**

**Tenure Consideration for Newly-Hired Faculty and Administrators**

When a tenured distinguished faculty member or senior academic administrator (department chairs, deans, associate vice chancellors, and provosts) who requests a faculty appointment is being considered for a position at UNCP, tenure can be conferred upon hiring. In such exceptional cases, before a contract is offered, the Provost and Vice Chancellor for Academic Affairs submits the portfolio of the candidate to the appropriate department for consideration of tenure. After careful consideration, the department chair and faculty make a recommendation to the appropriate dean, who in turn makes a recommendation to the Provost for or against tenure in that department. It is expected that the Provost and the Chancellor would abide by these recommendations except in extraordinary circumstances.

**Minutes of the  
Subcommittee on Curriculum  
Thursday 2 October 2003  
3:30 pm Room 251 Student Center**

Members Present: Sara Bracken; Steve Bukowy; Bill Gash; Lisa Kelly; Maria Periera; Mark Thompson; Tommy Thompson; Karen Stanley

Members Excused: Travis Stockley; Mike Spivey; John Labadie

Guests: Raymond Lee, Jamie Liddy, Siva Mandjiny, Larry Schultz

1. The meeting was called to order at 3:31 pm.
2. The 4 Sep 2003 Minutes were approved.
3. The agenda was approved after modifications in the Business Dept proposals.
4. The following minor proposal from the HPER Dept was approved unanimously:  
Re-structure HLTH 490 Internship from its present 3-9 design to HLTH 490, 491, & 492, each being 3 hrs.
5. The following proposals from the Chemistry & Physics Dept were approved unanimously:  
5.1 New 122-hour **B.S. in Chemistry: Environmental Concentration** (see requirements below):

Frosh seminar .....		1
Gen Educ .....		44*
(* 12 hrs of Gen Educ courses are listed as specific required courses)		
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311,312,410,427 [=41 hrs];		
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PHY 150,151,156,157or200,201,206, 207 [= 8 hrs];		
MAT 107&108(or 109equivalent), 221,222 [= 14(12) hrs].		
Electives .....		12-14
Total =		122

5.2 Modify existing 3-hr course CHM 230 Basic Environmental Chemistry to include a lab component to make it a **4-hr** course with accompanying course description modification

6. The following proposals from the Education Dept were approved unanimously [Note: proposals have been approved by Teacher Educ]:

6.1 Four new 3-hr courses:

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**EDN 451 Reading Practicum**  
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6.3 Changes in the Special Education Program degree to comply with new licensure requirements;

- 6.31 Replace SED 200 with new 3-hr course **SED 300 Intro** **to**  
**Exceptional, Diverse, & At-Risk Students;**
- 6.32 Add existing SED 490 Discipline & Classroom Management as a degree requirement;
- 6.33 Add existing SED 330 Students with Behavior-Emotional Disabilities as a degree requirement;
- 6.34 Add new 1-hr course **SED 405 Adapting Technology for** **Students**  
**With Special Needs** as a degree requirement;
- 6.35 Delete existing SED 301 & 302 & combine them into new 3-hr **SED** **303**  
**Special Educ Curriculum for Students with Mild** **Disabilities;**

6.36 Delete existing SED 400 & 401 & combine them into new 3-hr **SED** **402**  
**Special Educ Assessment for Students with Mild Disabilities;**

6.37 Delete existing SED 470 & 471 & combine them into new 3-hr **SED** **472**  
**Techniques, Materials & Resources in Special Educ for Students with Mild Disabilities;**

6.38 Existing SED 330 title becomes **Students with Behavioral-Emotional Disabilities (minor change);**

6.39 Existing SED 341 course title becomes **Strategies Instruction for** **Students**  
**with Mild Disabilities (minor change).**

6.310 Net effect: major degree hours will increase by six hrs to 58; electives will  
decrease by 6 hrs to 25; total degree will remain at 128.

7. The following proposals from Mass Communication Dept were approved unanimously:

Minor Changes:

- 7.1 Change course number of BRD 316 to **160** to reflect actual level of material and eliminate MCM 210 as a prereq;
- 7.2 Change course number of BRD 419 to **460** for better sequencing;
- 7.3 Change course number of BRD 402 to **280** and its title from "Computer Animation & Graphics" to **Computer Animation;**
- 7.4 Change title of JRN 306 from Editing & Typography to **News Editing;**
- 7.5 Change title of JRN 340 from News writing & Reporting II to **Advanced News writing and Reporting**

Broadcasting Program Degree Changes:

- 7.6 Change title of BRD sequence 161,162,261,262,361,362,461,462 to **Broadcast Practicum** and require three (3) credits;
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- 7.9 Require BRD 260 Basic Videography & Editing (currently it's an elective) and add new prereq of BRD 160 (see *BRD 316 to 160 above*);
- 7.10 Create new 3-hr course **BRD 360 Advanced Videography & Editing** with prereq of BRD 260 and require it in the degree;
- 7.11 Require either BRD 313 or 314, but not both as is currently required. Net Result: degree requirements will increase by 3 hrs; free electives will decrease by 3 hrs; total degree hours of 120 remains the same

8. The following proposal from the Math & Computer Science Dept was approved unanimously:  
Add new 3-hr course **MAT 211 Survey of Geometry** to strengthen dept offerings

9. The following proposals from Business Dept were approved unanimously:

Minor Changes:

- 9.1 Change title of MGT 315 from International Business to **International Management;**
- 9.2 For bookkeeping purposes, make ACC 495, ECN 495, FIN 495, MGT 495, & **MKT 495** now read **ACCS 4xx, ECNS 4xx, FINS 4xx, MGTS 4xx,** and **MKTS 4xx;**

Major Changes:

- 9.3 Require MAT 215 Calculus with Applications or MAT 221 for both the accounting and business admin degrees;
- 9.4 Add prereq of "C or better" in MAT 215 or 221 above for the following courses: ECN 301, 304/FIN 304;
- 9.5 Add new 3-hr course **MKT 313 International Marketing** to strengthen dept offerings and also add it to the electives choices in the marketing concentration;
- 9.6 Delete existing MGT 307 & 308 and combine them into a new 3-hr course **MGT 306 Organization and Management** which will be required of all business and accounting majors;
- 9.7 Create new 3-hr course **MGT 309 Organizational Leadership** to strengthen dept offerings;
- 9.8 Management Concentration will now consist of MGT 309, 315, 408, and 410

only; i.e., there will be elective options in this concentration;  
9.9 Add two new 3-hr courses **FIN 305 Risk Management and Insurance** [prereq: FIN 310 and DSC  
313] and **FIN 421 International Finance** [prereq: FIN 310, DSC 313, & MAT 215 or 221] to strengthen finance  
and dept offerings;

9.10 Add the two new finance courses above to the elective options under the Finance concentration and  
delete ACC 321 and 331 as options;

10. There was no Old Business

11. Under New Business, the committee strongly recommends that students that have not successfully completed both courses of two courses that have been combined into one new course, must take the new course; e.g., MGT 307 & 308 have been combined into MGT 306, a student having successfully completed only 307 or 308, but not both, must take the new MGT 306. This will simply record-keeping in the Registrar's Office and permit students to graduate in their programs without undue hardship and in a timely manner.

12. Dr. Thompson announced that the next meeting would be 6 Nov 2003

13. The meeting was adjourned at 4:34 pm

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Dr. Tommy Thompson, Chair

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Dr. Steve Bukowy, Sec

**Faculty and Institutional Affairs Committee**  
**Minutes**  
**Thursday October 2, 2003**  
**3:30 pm Dial Humanities Building, AV Theatre**

Members present: Dennis Edgell, Deok-Hyun Hwang, Kay McClanahan (Chair), Jean Sexton, Susan Whitt (Chair of Faculty Development and Welfare Subcommittee), Libby Denny (Chair of Faculty Evaluation Review Subcommittee), Sandy Waterkotte (Vice Chancellor for Advancement), Neil Hawk (Vice Chancellor for Business Affairs)

Members excused: Cherry Beasley, Liz Normandy, Bill Gash (Associate Vice Chancellor for Academic Affairs)

Members absent: Michael Spivey

Call to Order: Kay McClanahan called the meeting to order at 3:35 p.m.

Approval of the Minutes from April 17, 2003: The minutes were approved.

Approval of the Agenda: The agenda was approved as distributed.

Reports from Administrators

- A. Associate Vice Chancellor for Academic Affairs: There was no report.
- B. Vice Chancellor for Business Affairs: Neil Hawk reported on the academic building process. UNCP has \$7 million for a new academic building. A designer has been approved. The planning process is now ready to start with selection of a site as part of that process. Repair money may become available with the state having set aside \$300 million for that purpose.
- C. Vice Chancellor for Advancement: Sandy Waterkotte, having recently assumed the position, had no report but assured the committee that she is eager to work with faculty on matters related to advancement.

Reports from Subcommittees

- A. Faculty Development and Welfare: Susan Whitt brought forth the following motions:
    - 1. On the day of the performance, UNC Pembroke faculty and staff who present University identification will be admitted to the Distinguished Speaker Series without charge and as seating availability permits.  
**This motion passed unanimously and will be taken to the Faculty Senate at its November meeting.**
    - 2. Additional parking spaces in Lot #14 change designation to Faculty/Staff.  
**Returned to committee** since new parking is available.
    - 3. Vehicles displaying a Faculty/Staff parking permit can park in parking lots designated as commuter student parking without penalty.  
2 for, 2 against, 1 abstain, tie broken by chair, **returned to committee** with the suggestion to consult Larry Rodgers since he is the chair of the Traffic Control Board.
  - B. Faculty Evaluation Review: Libby Denny reported that the subcommittee is continuing consideration of the Student Evaluation of Instruction form, standardization of portfolio materials submitted for promotion and tenure, and clarifying the time line to be followed when applying for promotion. In addition, the need for hard copies of the Faculty Handbook for members of the subcommittee was mentioned.
6. New business: Information about the Dispute Resolution Implementation was distributed.
7. Announcements: The next meeting will be Thursday, October 30, 2003 in the University Center Rm. 251.

Adjournment: the meeting was adjourned at 4:45 pm.

Respectfully submitted,  
Jean Sexton, Secretary  
Kay McClanahan, Chair

The University of North Carolina at Pembroke

**Faculty Senate Minutes  
Wednesday, October 1, 2003**

The meeting was called to order at 3:31 p.m. by Tom Dooling, Chair of the Faculty Senate.

**Members Present:**

Allen C. Meadors, Chancellor, Ph.D., FACHE  
Bill Gash for Roger Brown, Provost and Vice Chancellor for Academic Affairs

Irene Aiken	Cherry Beasley	Robert Brown	Bill Campbell
Wes Cook	Tom Dooling	Dennis Edgell	Susan Edkins
Paul Flowers	Holden Hansen	Deok-Hyun Hwang	Bonnie Kelley
Wright Killian	John Labadie	Kay McClanahan	Liz Normandy
Jesse Peters	Cindy Saylor	Sara Simmons	Michael Spivey
RaySutherland	Richard Vela		

**Members Absent:** Cherry Beasley

**Approval of the Minutes:** The minutes of September 3, 2003 were approved.

**Adoption of the Agenda:** The agenda was adopted.

**Reports from Administrators:**

The reports from administrators were postponed.

**Reports from Operations Committees:**

**Committee on Committees and Elections:**

Jesse Peters presented a slate of candidates for vacant committee positions: Academic Support Services: Robert Arndt; Faculty Development and Welfare: Emily Long and Anita Guynn; Curriculum: Karen Stanley and Anthony Curtis; Student Affairs and Campus Life: Cammie Hunt; General Education: Doug Schell and Jane Huffman. The slate was passed unanimously.

**Reports from Administrators:**

Chancellor Meadors provided updates on the official enrollment numbers, other statistics related to residential students and SAT scores of entering freshman. He also spoke about current construction projects.

Provost Brown addressed the following: (1) The General Assembly acknowledges that raises have been given to Faculty, citing equity raises and raises derived from tuition increases. There is a possibility of no raises next year. (2) Gene Brayboy will be retiring at the end of October. Linda Parlett has been named Interim Director of the Office of Research and Sponsored Programs. Paul Flowers will Chair the Search Committee for a replacement. (3) The state mandated implementation of the Banner Software system is taking staff time for training. Provost Brown asked the faculty for patience in getting services from offices in the midst of this training. (4) The Registrar has administratively withdrawn students who have not complied with providing documentation for required inoculations. (5) Dr. Leslie Hossfeld will be honored in Raleigh for her recently published dissertation. (6) 5 new faculty positions will be available this fall. The Chancellor will allocate additional one year positions for departments who can demonstrate need.

**Reports from Other Operations Committees:**

**Executive Committee:**

Tom Dooling reported that the Executive Committee met on September 23 to prepare the agenda. He reported that the Executive Committee voted to support the concept of "Academic Academies," and gave the floor to John Labadie, who presented details of the first such academy known as the "Media Integration Project." Melanie Clark gave a presentation of student services to encourage collaboration between the Offices of Student and Academic Affairs.

**Faculty Governance Committee:**

Julie Smith introduced herself as the Chair of the Governance Committee. Governance will be looking at assessment at their meeting on October 21.

**Reports from Standing Committees:**

**Academic Affairs Committee:**

Paul Flowers presented the following proposals from the Curriculum Committee: (1) A new 2 hour course from the Career Services Office: CAR 101 Intro to Career Development. After discussion, the proposal passed 13 for, 7 against; (2) A proposal for 3 new 3 hours courses from the Department of Philosophy and Religion were passed unanimously; (3) 3 program modifications from the HPER Department were passed unanimously.

**Faculty and Institutional Affairs:**

Kay McClanahan reported that the Committee has not met due to the hurricane and that the meeting has been rescheduled for October 2.

**Student Affairs and Campus Life:**

John Labadie reported that the Committee met on September 15 and that there was no business to report.

**Special Committees****Faculty Assembly:**

Bonnie Kelley reported that the Faculty Assembly did not meet due to the hurricane, and that the meeting would be rescheduled in the spring.

**Teacher Ed:**

There was no report.

**Graduate Council:**

There was no report.

**Other Committees**

There were no reports

**Unfinished Business:**

There was no unfinished business.

**New Business:**

There was no new business.

**Announcements:**

There were no announcements.

**Adjournment:**

The meeting was adjourned at 4:30 p.m.