

**Middle Georgia State University**

**PTPTR Committee**

**AY 2019-2020**

**Meeting 1: September 13, 2019**

**COAS 221**

**11:00 AM– 12:00 PM**

Agenda

1. Call to order
2. Approval of Minutes
3. Approval of the Agenda
4. Election of Recorder
  - Note: New Senate by-laws have moved the election of chair-elect to first meeting of the Spring Semester.
5. Old Business
  - None
6. New Business
  - a. Schedule training for candidates for 2020-2021
  - b. Populate and Approve Subcommittees
  - c. Process for designating desire for letter for Assistant Chair
  - d. Submission Process [added 9/13]
7. Announcements
8. Questions
9. Adjournment