

# Faculty Associates, Inc.

## Annual Faculty Meeting Order of Business

- a) Recording the Roll – Ana Dropps, Secretary
- b) Proof of Notice of Meeting – e-communication sent 11/18/11
- c) Reading of the Minutes – n/a
- d) Receiving of Communications – n/a
- e) Election of Officers (to replace Dr. Wheeler, 2 year term)
- f) Report of Officers
  - Ms. Dropps, Secretary's Report, Audit Committee Report
  - Dr. Dolan, President's Report
  - Fringe Benefit Report, Ms. Melissa Long
- g) Report of Committees – referenced above
- h) Unfinished Business – n/a
- i) New Business