

From: Susan Ratz

Sent: Thursday, May 21, 2015 9:32 AM

To: Mercier, Betty; Baranik, Christina; Baxter, Jamie; Birchall, Ken; Bloxam, Mike; Brooks, Sarah; Hall, Susan; Hodge, Mary Ann; Howell, Janice; Kushnir, Caitlin EEPAC Rep; Langdon, Lois; Sass, Gabor; Schulz, Becki; Szoller, Diane

Subject: Sub-Committee Agenda Item for ACE Next Meeting

Hi everyone...

Betty, could we get this item along the following lines added to the next committee agenda? (If anyone else has suggestions / additions please reply - suggestions welcome.)

Sub Committees

- Sub-committee chairs (postpone to individual meetings or decide today)
- Meeting frequency by committee reviewed (quickly)
- Status of first meeting dates
- Non-committee members on sub-committees - allowed? guidelines / suggestions based on past experiences

I think it will also be important for everyone to have their schedules with them so that where sub-committee meetings have not yet been set, members can talk and figure out a meeting date while most are likely to be together.

Tks,
Susan