

SIMON FRASER UNIVERSITY
Office of the Registrar
MEMORANDUM

To: Members of Senate
From: Alison Watt, Director, Secretariat Services
Subject: Senate Minutes on the Web
Date: 22 October, 1996

For Information

At the present time, the minutes of Senate are placed on the Web after the meeting of Senate at which the minutes are approved. This means that the minutes are not posted until at least one or two months after the date of the meeting.

In an effort to try to provide more timely access to information, SCAR approved a suggestion that the "unofficial" minutes of Senate could be posted on the Web prior to approval by Senate, with a clear notice that the minutes are in draft form and are not official minutes until approved by Senate. We would then post the authorized minutes on the Web after they are approved by Senate.

