

Procedures for Department Meetings

1. Department Meetings are open to all members of the Department, including faculty, staff, undergraduate and graduate students, and Sessional Instructors.
2. Only members of the Philosophy Department Council are entitled to vote at Department Meetings. The Philosophy Department Council consists of all full-time faculty (including CLAs), a representative chosen at the start of the year by the Graduate Students (or their designate), and a representative chosen at the start of the year by the Undergraduate Philosophy Society (or their designate).
3. On occasion, the Philosophy Department Council may need to meet *in camera* and other attendees will be asked to leave the room.
4. We will have formal motions for issues that are to be voted on, and these motions should in general precede discussion of the issues.
5. We will not have formal motions to approve agendas or minutes or to adjourn.
6. We will take attendance at the start of the meeting, for the minutes. Attendees are asked to arrive promptly.

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