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Special Release

11 July, 2017

### **Business Committee of Senate on Agenda**

This is to inform the University community that there will be a meeting of the Business Committee of Senate on Agenda to consider the draft Agenda of the next Regular Meeting of Senate fixed for Monday, 30 July, 2018.

The detail is as follows:

**Date:** Monday, 16 July, 2018

**Venue:** Senate Chamber

**Time:** 11.00am

Members should note the instructions below:

1. The draft Agenda will be circulated at the meeting.
2. Faculty/Schedule officers are requested to forward to Senate Secretariat the electronic copies of their recommendations to Senate on or before Tuesday, 10 July, 2018.
3. Also, please bring along twenty-five copies (hard copies) of the recommendations

to the meeting. Faculty/Schedule Officers who fail to attend the meeting stand the risk of not having their faculty/Committee papers presented to Senate.

4. Please ensure that you adhere to the guidelines/format for presenting Senate papers at Business Committee of Senate.
5. Members are urged to kindly come with their laptops to the meeting.

Members are enjoined to attend and be punctual.

Thank you.

**Olubunmi O. Faluyi (Mrs.), MCIPM, MAUA (UK)**

***Registrar***