

***Effective 2/10/2015***

**HR3-2-204 Committee order of business.**

Unless a standing committee chair, or a committee by majority vote, determines otherwise, the order of business for a standing committee is:

- (1) call to order by the chair;
- (2) approval of the minutes of previous meetings;
- (3) announcement of the agenda;
- (4) announcement of time restrictions, if any, subject to the requirements of HR3-2-304; and
- (5) consideration of standing committee business.