Committee Report Form

Today's Date:

1. **Submitter's Name**:

2. **Submitter's Email Address**:

3. **Committee Name:**

4. **Committee Chair(s)**:

5. **Committee Members (Name and College):**

6. **Date and Meeting Time:**

7. **Report Type:** Please checkmark one.

Point of Information	
Motion to be brought onto the floor	
Other	

If you picked Other, please provide a response here.

8. **Issue/Topic/Concern/Charge:**

9. **Summary of the discussion in favor of:**

10. **Summary of the discussion opposed of:**

11. **Committee votes in favor:**

12. **Who will be available to answer questions for this report during a Faculty Senate meeting?**

13. **Will there be a presentation for this report? (i.e, Slide Presentation, etc.)**

14. **Comments: if there is any other information the Faculty Senate Executive Committee (FSEC) should know about this report, add comments below. (For example, if this is a joint report, please provide the names of the other committees involved.)**

If you have any slide shows or supporting documents you wish to share with FSEC, please attach the document(s) to the email with this report form.

Please submit your completed form to faculty.senate@utrgv.edu.