**This template is provided to assist committee chairs to satisfy the reporting requirements found in Faculty Senate Bylaws, Article III, Section 2. Please note the following applicable provisions:**

***The Chair of each Faculty Senate Committee shall report at least once each semester to the chair of the Executive Committee regarding the business conducted by the Faculty Senate Committee….***

***It shall be the responsibility of committee chairs to monitor their committee membership’s status and any vacancies (whether occurring by repeated absence, leave of absence, resignation or retirement), and promptly report any occurring vacancies to the Senate leadership.***

**Email completed reports to** [**facultysenate@unt.edu**](mailto:facultysenate@unt.edu)**. Rev. 11-2024**

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***Report to the Faculty Senate Executive Committee* Date:**  11/11/2024

**“x” or circle: XX**  **Mid-year report**   **End-of-year report**

**Committee Name**: Committee on Committees

**Chair or Co-Chairs:**  Brady Lund

**Meetings for the term/year:** [insert dates of all meetings to-date, whether electronic or in-person]

October 10, 2024

**Membership and Attendance** (year-to-date attendance record):

**These column and row titles may vary based upon the nature of the committee composition. Please highlight names of members missing three or more meetings.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Group Represented, committee office, if applicable** | **Name** | **Department or administrative unit affiliation** | **Term End**  **(if applicable)** | **Meetings Attended** | **Meetings Absent / # Excused** |
| Chair | Coby Condrey | LIBR | 2025 | ALL |  |
| Co-chair | William Joyner | MUVS | 2025 | ALL |  |
| Secretary | Sarah Evans | IS | 2025 | ALL |  |
| Group I | Caroline Najour | WLLC | 2025 | ALL |  |
| Group II | Brady Lund | IS | 2025 | ALL |  |
| Group III | Sundeep Mukherjee | MTSE | 2025 | ALL |  |
| Group IV | Melissa McKay | DMI | 2026 | ALL |  |
| Group V | Paul Hutchison | ACCT | 2026 | ALL |  |
| Group VI | Matthew Lemberger-Truelove | CHEM | 2025 | ALL |  |
| Group VII | Jim Bednarz | BIOL | 2026 | ALL |  |
| Group VIII | Andrew May | MUCS | 2025 | ALL |  |
| At-large | Anne Schoolfield | ENGL | 2026 | ALL |  |

*(Add lines as needed)*

**Do any membership positions need to be replaced at this time due to non-attendance or a leave of members? If so, which positions? (This assumes proper notice was provided per the Procedures Manual; example correspondence and explanation of notice may be found in the** [**Committee Chair Tool Kit.)**](https://facultysenate.unt.edu/standing-committees-0)

No

**The Executive Committee establishes charges for each standing committee and may amend them as needed; alternatively, the standing committee may propose amended charges, composition, etc., by making a written proposal and sending to the Faculty Senate office** [**facultysenate@unt.edu**](mailto:facultysenate@unt.edu)**.) Do your committee charges remain relevant? If not, what changes to the charges do you propose?**

Yes, the committee charges remain relevant.

**Accomplishments (including items submitted for review or approval to the Executive Committee or Faculty Senate):**

* Fill vacancies on Senate committees. Seek approval for nominated faculty.
* Prepare to recruit new committee members and senators in the spring.

**Ongoing/future projects:**

* We are preparing to solicit nominations for upcoming senate and committee vacancies for the 2025-2026 academic year during this coming spring.