**This template is provided as guidance in assisting committees 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)**.**

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**Report to the Faculty Senate Executive Committee**

X

**Mid-year report Year-end report**

**Date:** January 23, 2019

**Committee Name**: Committee on Committees

**Chair or Co-Chairs:** Jodi Philbrick

**Meetings for the term/year**: All business has been conducted online through email exchanges.

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Group Represented, committee office, if applicable** | **Name** | **Department or administrative unit affiliation** | **Term End**  **(if applicable)** | **Meetings Attended** | **Meetings Absent (# Excused)** |
| Senate Chair | Sheri Broyles |  | 2019 | All committee members participated in the online email exchanges. | |
| Senate Vice-chair | Denise Catalano |  | 2019 |
| Senate Secretary | Kevin Yanowski |  | 2019 |
| Group I | Tatiana Filosofova | WLLC | 2020 |
| Group II | Jodi Philbrick (Chair) | IS | 2019 |
| Group III | Farhad Shahrokhi | CSE | 2019 |
| Group IV | Richard Ruderman | PSCI | 2019 |
| Group V | Paul Hutchinson | ACCT | 2020 |
| Group VI | Karthigeyan Subramaniam | CHE | 2020 |
| Group VII | Lee Hughes | BIOL | 2020 |
| Group VIII | Adam Chamberlain | THEA | 2019 |
| At-large | Nancy Stockdale | HIST | 2020 |

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

* Assigned committee members to serve as liaisons to each of the standing committees with liaison duties of answering questions and helping to facilitate the work of the committee as needed
* Worked to see that all committees had chairs in place
* Continued to fill vacancies as they arise in committees

**Ongoing/future projects:**

* Chair is serving on Faculty Senate Charter and Bylaws Committee, so any changes with these documents would be reflected in the proposed revisions in the Procedures Manual.