**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. 11-2021**

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***Report to the Faculty Senate Executive Committee* Date:**

**“x” or circle:**   **Mid-year report** \_\_\_\_\_X\_\_\_\_ **Year-end report**

**Committee Name**: **Bylaws Committee**

**Chair or Co-Chairs: Denise Catalano**

**Meetings for the term/year:** 11/17/22; 4/20/23

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

Meetings: 11/17/22 4/20/23

Jodi Philbrick (Senator I) present present

Denise Catalano (Senator II) present present

Kris Chesky (Senator III) absent absent

William Cherry (FPOC Chair) present present

Adam Chamberlin (Immediate Past Chair) absent absent

**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?**

Current charges:

* review Faculty Senate charter and bylaws and propose additions, modifications and deletions to the charter and bylaws as needed;
* make recommendations to the Faculty Senate Executive Committee concerning proposed changes;
* make changes in titles of offices and of academic units in the bylaws as they occur;
* report all recommendations and changes to the Faculty Senate Executive Committee for approval and presentation to the full senate for a first and second reading, in compliance with bylaws.

The committee does not propose any amendment to the committee’s charges and find the charges remain relevant to the operation of the Faculty Senate.

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

The current committee members met twice to discuss whatever outstanding items from the previous committee needed to be addressed. They are described below.

**Ongoing/future projects:**

1. The previous committee had begun a discussion regarding representation of the At-Large Senator group on the Executive Committee. This is an issue the 2023/24 Bylaws committee members will continue to examine.
2. The committee will review procedures and practices for filling Senate committee vacancies in order to confirm/establish consistency.