**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:** February 12, 2018

**Committee Name**: Committee on Committees

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

**Meetings for the term/year**:

October 2, 2017 (f2f)

November 6, 2017 (f2f)

November 15, 2017 (online)

**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)** |
| Chair | Jodi Philbrick | IS | 2019 | 3 | 0 |
| Senate Chair | V. Barbara Bush |  | 2018 | 3 | 0 |
| Senate Vice-chair | Sheri Broyles |  | 2018 | 3 | 0 |
| Senate Secretary | Kevin Yanowski |  | 2018 | 2 | 1 (excused) |
| Group I | Tatiana Filosofova | WLLC | 2019 | 1 | 2 (excused) |
| Group II | Jodi Philbrick | IS | 2019 | 3 | 0 |
| Group III | Farhad Shahrokhi | CSE | 2019 | 1 | 2 |
| Group IV | Richard Ruderman | PSCI | 2019 | 2 | 1 (was not yet a member) |
| Group V | Paul Hutchinson | ACCT | 2018 | 2 | 1 (excused) |
| Group VI | Karthigeyan Subramaniam | CHE | 2018 | 0 | 3 (1 excused) |
| Group VII | Lee Hughes | BIOL | 2018 | 2 | 1 (was not yet a member) |
| Group VIII | Andrew May | MUSIC | 2019 | 3 | 0 |
| At-large | VACANT |  |  |  |  |

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

* Submitted a change to the charge of the Academic Affairs Committee to clarify its role versus that of the UUCC and Graduate Council for approval by Executive Committee and Faculty Senate – was approved by both bodies
* Submitted a recommendation that no Faculty Senate committees can meet at the same time as Faculty Senate for approval by Executive Committee and Faculty Senate – was approved by both bodies
* Submitted a recommendation that Dr. John Ishiyama fill one of the vacancies on the Charter and Bylaws Committee due to the lack of Senators to fill this slot for approval by the Executive Committee and Faculty Senate – was approved by both bodies
* Submitted the recommendation that Dr. Jiangping Chen serve as chair of the Research Committee to Executive Committee and Faculty Senate – was approved by both bodies
* Approved the template for mid-year and year-end reports for committees
* Continued to work to fill vacancies as they arise in committees

**Ongoing/future projects:**

* Review of Faculty Senate Procedures Manual in order to identify areas that need improvement in relation to committee work.