**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:**  12/18/2024

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

**Committee Name**: University Elections Committee

**Chair or Co-Chairs:**  Jason Chiang

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

held an electronic meeting where we introduced ourselves and discussed general business through email exchange

**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 | Jason Chiang | Educational Psychology | 2027 | All | 0 |
| Group I | Emily Thurman | Spanish | 2027 | All | 0 |
| Group II | Tricia Kuon | Information Science | 2026 | All | 0 |
| Group III | Zihao (Richard) Zhang | Mechanical and Energy Engineering | 2026 | All | 0 |
| Group IV | Vacant |  |  |  |  |
| Group V | Ila Manuj | Supply Chain Management | 2025 | All | 0 |
| Group VI | Jason Chiang | Educational Psychology | 2027 | All | 0 |
| Group VII | Sophia Kinyanjui | Chemistry | 2025 | All | 0 |
| Group VIII | Adam Chamberlin | Dance and Theatre | 2025 | All | 0 |

*(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 replacements needed at this time.

**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): [bulleted list or narrative]**

Conducted special election, verified the results, and filled two senator vacancies for groups IV and VII

**Ongoing/future projects: [bulleted list or narrative]**