

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.

Rev. 11-2024

Report to the Faculty Senate Executive Committee

Date: March 27, 2025

"x" or circle: Mid-year report

X End-of-year report

Committee Name: University Writing Committee

Chair or Co-Chairs: Peggy Jimenez

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

E-mail/virtual communications as needed for each judging group to decide award winners

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	Peggy Jimenez	Accounting	2026	All	0
College of Education	Jessica Murdter-Atkinson		2028	All	0
College of Information	Sarah Evans		2026	All	0
CLASS	Paul Hudak		2027	All	0
RCOB	Kelly Mitchell		2027	All	0
College of Music	Simon Gollo		2028	All	0
College of Merchandising, Hospitality and Tourism	Jeff Britain		2027	All	0
College of Visual Arts and Design	Manisha Sharma		2027	All	0
College of Engineering	Melanie Ecker		2028	All	
Mayborn School of Journalism	Newly Paul		2028	All	0

College of Science	Allen Mann		2026	All	0
College of Health & Public Service	Julie Elliott		2028	All	0
Toulouse Graduate School	Levent Bulut		2027	All	0
Honors College	Glenisson de Oliveira			All	0
Rhetoric Composition Dept	Wonjeong Kim		2028	All	0
Writing Center Director/Designee	Mary Lutze				
Library	Jennifer Rowe			All	0
CACS	Susan Tyrrell		2026	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](#).)

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.) Do your committee charges remain relevant? If not, what changes to the charges do you propose?

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

- Student submissions were received and reviewed by subgroups of committee members.
- Subgroups contained 2-6 committee members.
- At least 2 committee members reviewed each student submission.
- Award winners were chosen in each group and communicated to the faculty senate office.

Ongoing/future projects:

- In Fall 2026, this committee will reconvene to choose a chair for the next academic year, determine student submission deadlines, and discuss any other relevant issues committee members raise.