**CHARGE TO THE USI FACULTY SENATE**

**Formal Request for USI Faculty Senate Action**

**Name:**       **(Optional)**

**Date of Submission:**

**Name of Faculty Senate Representative:**

 **1.**       **2.**       **3.**

**Complete the following items and submit this form to either your Faculty Senate Representative or to the Faculty Senate Chair for consideration by the Faculty Senate.**

1. **Charge Title:**

1. **Background:**

Provide an explanation of the background and context for the proposed charge. What problem, issue, or experience prompts the proposal of the charge?

1. **Action Requested and Desired Result:**Specifically state what action you would like the Senate to take and the desired outcome that you would like to see.

1. **Potential Resources:**

Provide any information that can help Faculty Senate fully address the charge. Attach additional documents if necessary.

**Items 5-7 are to be completed by Senate Chair or Secretary:**

1. **Senate Comments:**

1. **Action Taken by the Faculty Senate:**

1. **Action Taken by the Administration:**