



## Ohio Administrative Code

### Rule 3335-19-08 Reports.

Effective: June 15, 2023

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(A) Reports are items on which no senate action other than acceptance is requested. They may be distributed with the agenda and presented by the secretary of the university senate by reporting the title, source, and date of receipt. If an oral presentation of a written report is to be made at the senate meeting, such oral presentation shall be limited to a short summary of the written report and to responses to questions concerning the report from members of the senate.

(B) Any committee of the senate may report to the senate on any matter before the committee. Written notification of intent to present a report shall be submitted to the university senate office, as specified in paragraph (B) of rule 3335-19-03 of the Administrative Code, at least twelve calendar days preceding the senate meeting. The steering committee shall decide whether a written report is required to be included with the senate agenda mailing. Reports coming from a minority of committee members may be brought to senate through the senate office, as specified in paragraph (B) of rule 3335-19-03 of the Administrative Code, or for time-sensitive reports, as new business. A majority of the members of the senate present and voting may require a standing committee to report at the next regular meeting of the senate.

(C) Reports for which written versions are not required by the steering committee may be included on the senate agenda. The secretary of the university senate shall be provided with a written synopsis when the report is presented.

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