**DASB SENATE AGENDA ITEM**

In order to be considered for the agenda, please complete this form and submit it to the Office of College Life. The DASB President will approve/disapprove the item.

**Due date is by Thursdays at 2:30 pm in the Office of College Life**

<table>
<thead>
<tr>
<th>Date of the Senate meeting:</th>
<th>Date submitted:</th>
</tr>
</thead>
</table>

Please check all applicable:

- Business  OR  Consent Calendar
- Information  Discussion  Action
- 5 min.  10 min.  15 min.  20 min.  25 min.  30 min.  Other ________

PRINT CLEARLY. What is written here is exactly what will be put on the Agenda.

<table>
<thead>
<tr>
<th>Title:</th>
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</table>

Finance Item (get full description from Finance Minutes)

Description (at least 15-20 words): This item is to__________________________

Name of the Presenter: ________________________________

Email: ___________________________ Phone: _________________

Signature of the DASB President: ________________________ Date: ____________

Saved as "Senate_Agenda.docx", revised 11/14/2016