



## **Request for an Item to be placed on the College of the Canyons Academic Senate Agenda**

*Note: Please be aware that any information or content submitted to the Office of Academic Senate will be made available to the public per [The Brown Act](#).*

Requester/Presenter(s): \_\_\_\_\_

Today's Date: \_\_\_\_\_

Date of Senate Meeting requested: \_\_\_\_\_

Request: \_\_\_\_\_

\_\_\_\_\_

Title of Request to be placed on the agenda: \_\_\_\_\_

\_\_\_\_\_

One sentence summary of item to be placed on the agenda: \_\_\_\_\_

\_\_\_\_\_

Type of agenda item: *(Please indicate one below)*

- ☐ Action Item (first read)
- ☐ Discussion Item
- ☐ Report Item

Amount of Time Requested: \_\_\_\_\_

Start Time Requested: \_\_\_\_\_

Background: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Please attach any documents necessary for senators to review before the meeting and to be attached to the agenda and minutes. Thank you.*