

**Prairie View A&M University
Student Government Association
Senate Weekly Reports**

Name: _____

Date: _____

Position: _____

Did you meet with anyone pertaining to your task/ position this week?

Yes _____

No _____

List the names and titles of individuals:

Briefly explain the content of the meeting.

What project/goal have you worked on this week?

Do you need assistance from other S.G.A representatives to help you accomplish your task?

Yes _____

No _____

If so briefly explain who and what is needed.

Check the committee meetings that you attended this week:

Select

Finance & Appropriations

Student & Auxiliary Service

Academic

Rules & Administration

Internal Affairs

What are the office hours you work this week?

Mon: _____

Tues: _____

Wed: _____

Thu: _____

Fri: _____

Signature: _____

Date: _____

For Internal Affairs Use Only

1

2

3

4

Comments _____
