



ASTCC Student Senate

Agenda/Speaker Request Form:

This document is a form requesting to be placed on the Student Senate Meeting Agenda for New Business or in the Presentation/Information Item of the meeting. New Business Items and Presentation/Information Items will have 5 minutes to speak and 5 minutes for question and answer. This must be returned to the ASTCC VP of Legislation or ASTCC Secretary one week preferably, but no later than 48 hours before The Student Senate Meeting that you wish to be added to the agenda.

Name: _____

Name of Club/Department/Organization: _____

Highlight One:

- Action Item (Voting)
 - o Are you Requesting funds? (Yes/No) If so, how much? \$ _____
- Non-Action Item (Presentation/Information Item)

Preferred Date for Senate Meeting: _____

Details of Request:

Name: _____

Signature: _____