A [type of meeting] meeting of the Faculty Senate was held on September 16, 2025 at [time] via/in [location] with [officer] presiding. [The agenda was approved as presented/amended]. [The minutes of the month day, year meeting were approved as presented/corrected].

[Add a paragraph for each subject.]

**Adjournment**

The meeting adjourned at [time].

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    
[name of the secretary]   
**Approved: [**month day, year]