

Committee Name

Academic Year

Committee Members

Please indicate committee chair or co-chairs

Committee Purpose

Please provide a brief statement regarding the committee's general focus. If the committee has specific objectives that have been identified as a function of the purpose, feel free to include these as well.

Accomplishments

Please highlight the work the committee has accomplished over the past academic year. Feel free to include any accomplishments from previous academic years providing structure or insight. Do not limit the committee's work to physical events and outcomes. Include relevant discussion topics and ideas for future action.

Goals

Please provide a set of goals for the next academic year. Include any recommendations for future committee action or "next steps" related to committee discussions.

Budget Request

If the committee is planning to request funds from the CDN budget, please provide a brief summary of the initiative requiring funds. A formal budget request form will be provided before the CDN budget is set for the next academic year.