END-OF-YEAR-REPORT

COMMITTEE NAME

A. NUMBER OF MEETINGS HELD:
   Insert information

B. SUMMARY OF ACTION TAKEN BY THE COMMITTEE ON REQUEST:
   Insert committee charge(s) and other information

C. SUMMARY OF ACTION INITIATED BY THE COMMITTEE:
   Insert information

D. RECOMMENDATIONS SENT TO THE FACULTY SENATE:
   Insert recommendation number and description

E. SUMMARY AND STATUS OF UNFINISHED BUSINESS:
   Insert information

F. ELECTION OF OFFICERS FOR 2016-2017 ACADEMIC YEAR:
   Insert information

Respectfully Submitted:

   Insert Name

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INSERT NAME, Chair