



Standing Committee Reporting Form

COMMITTEE NAME:

COMMITTEE CHAIRS:

TYPE OF REPORT:

- Beginning of Fall semester - Appoint members, establish goals, objectives, and action items

(Date)
- Mid-semester Fall Committee Report

(Date)
- End-of-semester Fall Committee Report

(Date)
- Beginning of Spring semester – review/revise goals, objectives, and action items

(Date)
- Mid-semester Spring Committee Report

(Date)
- End of semester Spring Committee Report

(Date)

All reports should be submitted to College Council. Please e-mail your report to Malia Kunst at mkunst@sdccd.edu.



List your committee's goals, objectives and open action items.

Describe action items that have been completed.

Discuss action items that are currently in progress, or that require support or collaboration before they can move forward.



Please include any additional comments, if any.

Signatures:

Chair

Date

Co-chair (If applicable)

Date

Tri-chair (If applicable)

Date