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| ***Directions:*** |
| ***Person Submitting Request:*** | ***Date*** |
| ***Name of Council/Committee:*** |
| ***Action Requested:*** |  | *Add* |  | *Delete* |  | *Change\** |
| ***Change of Council or Committees:****Give a concise description of what the council or committee seeks to accomplish.* |
| ***Proposed Meeting Schedule:***  |
| ***Committee Composition:****Identify individuals by position and not names. (Example: Faculty representative from instructional division, Dean of Counseling, Classiﬁed Representative, etc.) Identify Chair and/or Co-Chair by position and not name.* |
| *Would any other councils or committees be impacted by the formation, change, or rejection of this council or committee? If yes, what would be the impact?* |
| ***Additional Information:*** |

*\*If change is requested, attach current structure and list in detail proposed changes.* Rev.6.2020