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| **Committee Charter**  |
| Committee Name |  |
| Committee Purpose |  |
| College Officer to Whom Committee Reports |  |
| Committee Status (Permanent or Temporary) |  |
| Committee Type (Advocacy or Division) |  |
| Committee Composition by Unit |  |
| Committee Officers and Terms |  |
| Length of Service for appointees: |  |
| Method for Initial Appointment of Members: |  |
| Method for Continuous Appointment: |  |
| Committee Year: |  |
| Date of Proposal: |   |
| Minutes Required? (Y or N) |  |
| Scope (include initial objectives and any decision-making authority) |  |
| Bylaws? (Y or N) |  |
| Initial Objectives: |   |
| Approval Signature: |   |
| Date of Approval: |   |

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Please submit this completed form to the Service Desk at servicedesk@tctc.edu with the following subject line: eTC Committee Information.