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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: |  | |  |

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