

Institutional Effectiveness Yearly Report Form
Rules Committee, 2010-2011

Names of Members	Date 9/23/10	Date ?	Date ?	Date	Date	Total
* Sharon Stewart	x	x	x			
** Tim Whittaker		x				
** Jennifer Lindon		x	x			
Pat Herald		x	x			
Hugo Back	x	x	x			
Jerry Michael Combs	x	x	x			
Total Present						

- * = Chair
- ** = Co-chair
- *** = Student
- **** = Guest
- ***** = ex-officio
- E = members who notified the chair of a reasonable excuse to miss.

Please complete the following information to summarize the work of this HCTC Committee for the 2010-2011 academic year:

- I. Number of meetings held: 3 in person, communication also by email
- II. PRIMARY focus for the year of 2010-2011: Preparation for each Senate Rules Meeting
- III. Major ACCOMPLISHMENTS: Having 3 in-person meetings!
- IV. Recommended FOCUS FOR UPCOMING YEAR 2011-2012: Review local rules for possible changes

Chair Signature and Date: Sharon R Stewart