# Executive Committee

Name

Name

Name

Name

# Committee Chairs

Name

Name

Name

Name

[Place Logo: Add Alt Text]

or

**Committee/Department Name**

# Meeting Agenda

Date

Location

Time

## Call to Order

## Public Comments

## Approval of Minutes

## Reports

## Old Business

### Sub-section item

### Sub-section item

### Sub-section item

#### Sub-sub-section item

#### Sub-sub-section item

#### Sub-sub-section item

## New Business

### Sub-section item

### Sub-section item

### Sub-section item

#### Sub-sub-section item

#### Sub-sub-section item

#### Sub-sub-section item

## New Programs

### Sub-section item

### Sub-section item

## Future Business Items

## Announcements

## Adjournment

Text

**For all documents, visit www.smc.edu/[web address].**

**Next scheduled meeting: [Date, Time & Location]**