California State University
Northridge

COMMITTEE REPORT OF ADOPTION OF POLICY RECOMMENDATION

DATE: *(insert date of policy submission)*

TO: *(insert name of Faculty President)*, Faculty President

FROM: *(insert Name of Standing Committee)*

BY: *(insert name of Executive Secretary)*

(Original document must include the signature of the Executive Secretary.)

Name of proposed policy:

At its meeting on *(insert date of meeting),* the Committee adopted a policy recommendation by passing the following motion:

MSP:

Current policy or catalog copy:

INSTRUCTIONS:
1. Use strikethrough feature for deleted information. Example: ~~this text should be deleted.~~
2. Inserted text should be underlined. Example: before, this information should be inserted.
3. Insert comments in square brackets. [like these].
4. Attach additional pages if necessary.
5. To delete these instructions before printing or saving your proposed policy change, double-click on the word "INSTRUCTIONS." This will open the footer. Delete the instructions and save your changes.
rev. 11/15/07

Proposed policy or catalog copy:

Procedures (if applicable):

Summary of Supporting Reasons: