



**PROGRAM ADVISORY COMMITTEE  
ANNUAL REPORT FOR THE ACADEMIC YEAR [INSERT YEAR HERE]**

**Instructions: This report can be submitted as part of the Annual Program Review  
[INSERT NAME OF PERSON TO WRITE/SUBMIT DOCUMENT HERE]**

<b>School/course</b>	
<b>Name of committee chairperson</b>	
<b>Number of meetings held and meeting dates</b>	
<b>Membership</b> (include names, titles, and organization)	
<b>Overall attendance on a scale of 1 to 10</b> (with 10 being 90% or greater attendance generally across all meetings, 5 being about 50% attendance, and 1 being less than 25% attendance)	
<b>Top 5 agenda discussions summarized here in 250 words or less in paragraph form</b>	
<b>Key recommendations made during the academic year, summarized here in 250 words or less in paragraph form</b>	
<b>Assessment of efficacy of PAC on a scale of 1 to 10</b> (with 10 being highly effective and 1 being nominally effective)	
<b>Other business or items to note here</b>	