

# **N4A COMMITTEE REPORT**

**Name of Committee:**

**Chair:**

**Co-Chair:**

## **Reporting Periods:**

### **1) August 1**

- a) Establish core committee members**
- b) Prioritize any goals that are listed on the N4A strategic plan**
- c) Finalize committee action plan template for the year**

### **2) December 1**

- a) Submit initial report**
- b) Submit updated Action Plan listing completed items and next steps**

### **3) April 1**

- a) Submit final report**
- b) Submit completed Action Plan**
- c) Discuss any items to be addressed at the national convention**
- d) Discuss leadership plan for national convention as well as moving forward post-convention**

## **Committee Members:**

<b><u>Name</u></b>	<b><u>School</u></b>	<b><u>Email Address</u></b>
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**August 1 Notes/Recommendations:**

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**December 1 Notes/Recommendations:**

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**April 1 Notes/Recommendations:**

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## Student Athlete Recognition Committee (EXAMPLE) ACTION PLAN

**Implementation Strategy:** Wilma Rudolph Awards Luncheon award winners and nominees are listed on the N4A Website. Video of the awards is placed on the website or YouTube to allow institutions to promote the award winners and the program as a whole.

IMPLEMENTATION			EVALUATION		
Action Steps?	Who is responsible? Leader/other members	What resources are needed?	Timeframe/Results	Proof of Success? How will it be measured?	Action Achieved YES/NO? DATE? NOTES
Obtain video of awards luncheon	Committee Chair works with national office	Video Equipment	To be completed by July 1 <sup>st</sup>	Video in hand	YES July 1, 2009
Upload video to N4A website	Committee Chair works with national office	Access to N4A website	To be completed by July 15 <sup>th</sup>	Video will be uploaded for membership to view	YES but video was loaded on You Tube on July 15, 2009



