**[INSERT OFFICE BEARER POSITION] Report**

**[BOARD OR COMMITTEE] Meeting #(?)/2019 – MEETING DATE**

**DATE OF REPORT SUBMISSION**

**GUILD MEETINGS**

11/12 – Activities Committee, etc.

**UNIVERSITY MEETINGS**

10/12 – Faculty Teaching and Learning Committee

**PROJECTS**

Insert details of ongoing projects or other work being done

**OTHER**

Any other developments or information that is relevant.

**NAME**

**POSITION**