**2016 Strategic Plan Key Question Committee – Final Report**

**Question(s):** *Insert assigned question here*

**Members:** *Insert members’ names here; please bold committee chairs.*

**Summary:**

*Use this section to give a one-paragraph summation of your work and findings.*

**Key Findings Summary**

*Use this section to provide a brief list of the key findings from the detailed section in the document below.*

|  |  |
| --- | --- |
| Key Finding 1 |  |
| Key Finding 2 |  |
| Key Finding 3 |  |
|  |  |
|  |  |
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**Recommended Actions Summary**

*Use this section to provide a brief list of the recommended actions from the detailed section in the document below.*

|  |  |
| --- | --- |
| Recommended Action 1 |  |
| Recommended Action 2 |  |
| Recommended Action 3 |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Background:**

*Use this section to discuss what has happened historically in this area. This could be happenings, situations, or the environment at our institution, perhaps regionally or national –and then how this has affected us here and what the institution has done or not done in this area. This section does not need to be more than a page.*

**Analysis Methods:**

*Use this section to discuss your methodology by which you collected data and information and the sources from which you collected it. This does not need to be a detailed bibliography but rather a discussion of how got your information, where you got it, and why you chose to get it there. This section does not need to be more than a page or two.*

**Key Findings:**

*Use this section to discuss what you learned. This section, along with recommended actions, should make up the bulk of your report.*

**Recommended Actions:**

*Use this section to discuss what actions your committee believes the University should undertake to given your findings and our current situation and environment. Recall that this should not be a call for more study.*