

Committee Revision Process

- ❑ Committee chair, with the assent of the committee membership, proposes revisions to current committee charge by filling out Committee Revision Worksheet.
- ❑ Chair submits worksheet to committee sponsor(s) for approval.
- ❑ Chair submits worksheet to chair of the Advisory & Accountability Committee for approval by AAC.
- ❑ The Advisory & Accountability Committee approves revision by majority vote.
- ❑ If rejecting the proposed revisions, the AAC must provide feedback and suggestions as to how the proposed revisions can be further revised to gain AAC approval.

NOTE: For the purpose of simplifying this document, all FLITE working groups, regardless of nomenclature, are referred to as “committees.”