**Central Oregon Community College**

 **Meeting Notes** (template)

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| **Date:** |  | **Co-Chairs:** |  |
| **Time:** |  | **Notes:** |  |
| **Location:** |  |  |  |
| **Attendees:** |  |  |  |  | **Guests:** |  |
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|  |  | **Support:** |  |  |  |
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|  |  |  |  |  |  |  |
| **Agenda Item** | **Discussion** | **Decision/Action** | **DRP*****Designated Responsible Person(s)*** |
| **Call to Order/Welcome**  |  |  |  |
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| Next meeting:  |  |  |  |