### Workgroup Name:

### Workgroup Task:

### Outcome or Deliverable:

### Milestone Goals:
- One
- Two
- Three

### Accreditation Standard(s):

### Strategic Direction:

### EMP Objective:

### Academic Year:
- 2017/18

### Workgroup Members:
- XX (Chair)
- XX (co-Chair)
- XX
- XX

### Baseline Data:

### End-of-Year Data:

[Links to data]

<table>
<thead>
<tr>
<th>Month</th>
<th>Meeting Date(s)</th>
<th>Number Attending</th>
<th>Minutes Posted</th>
<th>List Major Issues/ Tasks Addressed</th>
<th>Documents/ Evidence</th>
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</thead>
<tbody>
<tr>
<td>Nov 11/4/17</td>
<td>6</td>
<td>Yes</td>
<td>No</td>
<td>Discussed potential data for baseline. Identified colleges to contact for additional research. Identified journal articles/books to research.</td>
<td>[links to docs here]</td>
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<tr>
<td>11/16/17</td>
<td>5</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Dec 12/2/17</td>
<td>4</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>12/14/17</td>
<td>6</td>
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<td>No</td>
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<tr>
<td>Jan 1/5/18</td>
<td>5</td>
<td>Yes</td>
<td>No</td>
<td></td>
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<tr>
<td>1/16/18</td>
<td>5</td>
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</table>

### Average Attendance
5
<table>
<thead>
<tr>
<th>Major Workgroup achievements</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Major obstacles/challenges</strong></td>
<td></td>
</tr>
</tbody>
</table>

## Findings and Recommendations

### Effective Models

### Scholarly research recommended (citations)

### Review of Goals from Previous Year

### Committee Goals for Coming Year

Chair/Co-Chair
Signature: ________________________
Chair/Co-Chair
Name: __________________________

Chair/Co-Chair
Signature: ________________________
Chair/Co-Chair
Name: __________________________

## MJC MISSION

MJC is committed to transforming lives through programs and services informed by the latest scholarship of teaching and learning. We provide a dynamic, innovative, undergraduate educational environment for the ever-changing populations and workforce needs of our regional community. We facilitate lifelong learning through the development of intellect, creativity, character, and abilities that shape students into thoughtful, culturally aware, engaged citizens.