Undergraduate Research Club

Minutes Sheet

| Date: | | |
|--------------|--|--|
| Time: | | |
| Location: | | |
| Recorder: | | |
| Facilitator: | | |
| Attendees: | | |
| Agenda | | |

| Time | Topic | Presenter |
|------|-------|-----------|
| | | |
| | | |
| | | |

Discussion Notes

Action Items

| Action | Responsible | Due Date |
|--------|-------------|----------|
| | | |
| | | |

Next Meeting

Date:

Time:

Location: