## **Appendix 4 NCHU Multidisciplinary Peer Observation Community Meeting Minutes Template**

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| --- | --- |
| **Activity Categories** | **□ Pre-observation meeting****□ Post-observation meeting****□ Teaching consultation****□ Others：** |
| **Date of Meeting** |  | **Time** |  |
| **Meeting Facilitator** |  | **Location** |  |
| **Attendees** |
|  |  |  |  |
|  |  |  |  |
| **Insert new row（s） if needed.** |
| **Agenda** |
| **1. Discussion Topic….****2.** |
| **Agreement /Action Items/Announcements**  |
| **1.** **2.** |
| **Other Notes** |
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