

Appendix II “YZU Theme-based Study Group” Progress Report Form

Group Name: _____ System No: _____ Leader: _____

Date			Location	Number of Participants	This is the ____ group meeting
YY	MM	DD Day of the Week			
				Expected Attendance: _____ Actual Attendance: _____ Absentees: _____	Mentor: _____ Facilitator: _____ Completed by: _____
Study Materials Used					
Progress / Content					
List of Attending Members					President / Convener's Assessment of the Meeting: ☐ Active Discussion ☐ Smooth Progress ☐ Satisfactory ☐ Needs Improvement

Application Date:YYYY-MM-DD

Organizer: Teaching Excellence Center, YZU
Sponsor: Higher Education Sprout Project, MOE