**校 务 会 记 录**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **时 间** |  | **地 点** |  | **主持人** |  |
| **参加人员** |  | **记录人** |  |
| **会议主要内容：** |
| **备注：** |