

COMMITTEE RECOMMENDATION WORKSHEET

I. List the Learning(s) that this recommendation is addressing:

- **WRITE THE COMMITTEE RECOMMENDATION** (limit focus to one subject or action item, more than one recommendation may be needed to address a particular learning):**

Look at the HED web-site as a tool to help with strategic planning of recommendations.

- **Identify any research, or other kinds of information that was used to craft this recommendation.** (add additional sheets as necessary)
- **Identify additional research or information that could help clarify this committee recommendation. List potential sources if possible.**
- **Indicate people or groups that we need to talk to help clarify this committee recommendation. List any recommended locations.**
- **What kind of action or resources would be necessary to implement the recommendation?**

II. Indicate what forces and influences are likely to occur that will support or oppose implementation.

Forces that support (please list):

Forces that oppose (please list):

****As information is received and/or clarified, these potential recommendations may change or be discarded.**

