January 11, 2013

QEP Development committee met:

Attendance:

Dr. Stephanie Harvey  
Dr. Elizabeth Gurnack  
Dr. Helen Tate  
Ru Story-Huffman  
Dr. Kailash Ghimire  
Dr. Philip Szmedra  
Jeff Hall  
Tony Miller, Jr.  
Toni Brown  
Leah Faulconer  

The following items were discussed:

- Stephanie Harvey introduced the D2L section for the committee. Included in the site are background information and discussion topics as well as some example websites.

- The following activities were assigned:
  
  o **Literature Review**: Ru Story-Huffman and Phil Szmedra will initiate the literature review using as a starting point the current SLOs. A discussion topic has been assigned to this activity.

  o **Website**: Kaliash Ghimire will start on the website design for the University. There are several examples of QEP websites on D2L. A discussion topic has been assigned to this activity.

  o **Development and Refinement of SLO's** will be initiated by Elizabeth Gurnack and Helen Tate. Joseph Nichols has also been assigned to this topic. A discussion topic has been assigned to this activity.

  o **Budget**: Elizabeth Gurnack and Jeff Hall will discuss the available budget for the QEP implementation.