QEP Development committee meeting 2/22/2013

Attending:
Stephanie Harvey
Helen Tate
Ru Story-Huffman
Leah Faulconer
Brian Smith
Elizabeth Gurnack
Jeff Hall

Items:

• Stephanie Harvey presented a PowerPoint (work in progress) to show constituencies about the QEP.
  o Want to make sure we add a slide about: Why are we telling YOU this? (make a point to tell the audience what part they can play in GSW’S QEP.)
  o We want your feedback so please everyone take a look at it!
• QEP cloud account will be set up (S. Harvey)
• S. Harvey reviewed the wiki site for composing the QEP report.
• Came up with 2 time/days for open meetings for all GSW faculty/staff/students:
  o 4:00 on Monday March 4
  o 11:00 on Wednesday March 6, 2013
• E. Gurnack will look into scheduling these sessions that will include breakout sessions to make comments and/or develop ideas.
• E. Gurnack will talk to B. Davis regarding the Lead Evaluator and feasibility of getting him/her involved prior to the on-site visit.
• H. Tate suggested having a retreat where the committee can get together somewhere nice and comfortable and work an entire day on writing the report. We could get it completely drafted in one go.

Next meeting in 2 weeks: 3/8/2013