QEP Steering Committee

Minutes

10/4/2017

FH-259B

1. Approval of Minutes from 9/20/2017 meeting

*Minutes were approved without revision.*

1. Update on meeting with Dr. King (10/2/2017)

*SACSCOC site visit dates changed to 3/13/18-3/15/18.*

*PEAK Proposal will be uploaded to the FMU website, and faculty will be made aware of the documents and invited to a faculty forum to discuss the proposal by email and in person at the General Faculty Meeting (10/12/17).*

1. Faculty Forum: 10/19/2017 at 3:45 in Lowrimore Auditorium

*The committee members will attend the forum to participate as a panel in the discussion of the proposal.*

1. Discussion of PEAK Proposal Draft

*A strong first draft has been completed by the committee. It was submitted to the committee for review on 10/2/17 (See PEAK Proposal Draft 10 2 17 for details). Committee members presented their section drafts and changes and additions were discussed.*

1. Committee assignments

*Committee members will continue to work on their sections and incorporate suggestions made at this meeting. New drafts will be sent to the chair by 10/11/17.*

*Masters & Fulmer: Introductory sections*

*Johnson: Literature Review*

*DeVincenzo: Implementation, Timeline, Organizational Structure, and Resources*

*McCuiston: Evaluation*

*Kershner: REAL Grant information*

*DeVincenzo will:*

* *Create a Google Doc from newly submitted drafts for committee members to use to further evaluate and modify the proposal*
* *Update the Provost on the progress of the committee and the status of the draft proposal*
* *Contact Larry Falck to inquire about posting committee documents and drafts to the FMU website*
* *Contact Glen Gourley (Chair of the Faculty) to inquire about any faculty governance issues.*

1. Schedule upcoming meetings

*Next meeting 10/18/17 at 3:30 p.m.*