Present: Richard Houston, Scott Drury, Vicki Hartley, Joi Phillips, Becky Hochradel, Doug Mark, Landon Phillips, and David Salinero

Organizational Structure
The committee discussed various duties of the Assessment and Planning Specialist, QEP Advisory Group, the SACS liaison, curriculum committees, and academic departments.

Resources
The committee then discussed what action items would require financial resources – suggestions include survey incentives, workshop stipends, event publicity, professional development, and faculty research in the areas of cultural competence.

QEP Survey
Committee finalized talks regarding the QEP survey – its audience, timetable, and purpose.

Promotion of the QEP
The last topic of conversation was promotion – ideas included “branding” of the QEP topic, naming and logo contests by students, a fireside chat made by President LaForge, web design, corporate sponsorship, newspaper articles, and a possible “celebrity” spokesperson for the program.

Several members agreed that the committee should work with Communications and Marketing on some of these items.