

QEP Steering Committee

10/24/16

Attendees: Divya Bhati, Todd LeVasseur, Monica Scott, Dave Hansen, Emma Cregg, Sam Jones, Karin Roof, Burton Callicott

- 1) QEP and Office of Sustainability (OOS)
 - a. Memo created based on meeting between QEP and OOS shared with committee
 - b. Mission statement of OOS will be adapted to focus more on applied research
 - c. OOS will link to sustain.cofc.edu and vice versa
 - d. Definition of sustainability for the college is now the QEP definition
 - e. President McConnell will have some kind of announcement regarding definitions of sustainability and sustainability literacy
- 2) QEP Director updates
 - a. Course proposals - Deadline extended to the 19th
 - b. Also working on: summer research and Addestone display
 - c. Please continue to work with deans whenever possible to encourage buy-in
 - d. SLI
 - i. Has to be approved through proper channels
 - ii. SLI director will report to Provost
 - iii. Fall 2017 start date
 - e. QEP draft
 - i. In process; hoping to finalize today for Divya's review; edits; review by external consultants; edits; then to marketing to prepare for layout and printing
 - f. Events
 - i. Now is the time to start planning for 2017-2018 events
- 3) Updates from QEP Subcommittees
 - a. Student Subcommittee
 - i. Need a meeting with club presidents, etc. to help raise awareness
 1. Social media tools might be helpful if a meeting cannot be arranged
 2. Target groups are noted in the QEP draft
 3. Make them feel "special" that they are getting an inside look
 4. Jill Caldwell – Orgsync – goes to all student organizations
 - b. Budget Subcommittee
 - i. Working on some re-alignments
 - ii. Will send the budget back out and then on to the Leadership Team
 - c. Assessment Subcommittee
 - i. Working on baseline data, including a baseline survey
 - ii. Also working on the UN Sustainability Literacy Quiz in the FYE
 - d. Research and Writing Subcommittee
 - i. New evaluator names have been selected; updated list given to Divya yesterday
- 4) Undergraduate certificate
 - a. Meeting today at 10:00 to finalize vision for certificate
- 5) Rack Cards
 - a. Concerns that there may be some push back on the use of paper
 - b. A ppt slide will also be created to help get the word out in classes