Attendees: Karin Roof, Deb Mihal, Marcia Snyder, JoAnn Ewalt, Michael O’Brien, Divya Bhati, Joey Van Arnhem

1) Furman Site Visit
   a. Sharing insights from the visit

2) Budget
   a. Need to submit a figure for assessment marketing needs

3) QEP draft and review process
   a. To SACSCOC by 5/3 in preparation for advisory visit
   b. To Divya by 4/23 for her review

4) Follow-up survey on basic principles of QEP
   a. Plan for some time in the 2016-2017 academic year
   b. Perhaps right after drop/add

5) Involve deans over the summer to get the word out to chairs re: the goals and SLOs of the QEP

6) Definitions of sustainability and sustainability literacy
   a. In the process of finalizing with all subcommittees
   b. Will take to QEP Steering Committee and Reaffirmation Leadership team for approvals