Committee Members Present: Mike Savoie, Debbie Weaver, Joe Newton, Kristina Cragg, Jane Kinney, Cheré Peguesse, Emily Rogers, Robin Smith, Jonathan Stroble, Russ Mast, David Starling, James LaPlant, Maggie Viverette, Christine James

Not in attendance: Jane Zahner, Jan Fackler, Sheri Gravett, Cheri Tillman, Cindy Tori

1. For the minutes from February 1: E. Rogers moved, D. Weaver seconded – the minutes were approved unanimously.

   Robin Smith, the representative for COSA, was introduced. Welcome!

   Minutes and agendas for task force meetings will now be available on the QEP website for committee members to download. Agendas will be posted by the Wednesday before each meeting.

2. Presentations:
   Chair Mike Savoie made presentations to the following groups:
   - Dept. Heads Council on Feb. 5
   - Public Forum (Library Auditorium) on Feb. 6
   - International Programs on Feb. 8
   - COSA on Feb. 12

   At each presentation, the response was generally positive; department heads seemed worried about the effects of the QEP on current funding initiatives, but J. Kinney and M. Savoie encouraged the department heads to submit some of those initiatives as QEP topics.

3. Future Presentations:
   M. Savoie will discuss the QEP at the following:
   - SGA on Feb. 18 at 8 p.m.
   - Faculty Senate on Feb. 21 at 3:30 p.m.

4. Survey Update:
   J. LaPlant passed around a copy of the survey he developed. (A copy of this first draft will be kept in the QEP file in West Hall, room 120.) The survey, patterned after the one used by Columbus State and used with the permission of Dr. Joyce Hickson, has been kept short (one page, front and back) to keep respondents from losing interest. The committee suggested minor changes (i.e., wording changes, possibly making two separate surveys with different wording for faculty and students, moving questions around for better flow).

   • The issue of duplication was brought up. It was decided that most people will not fill out the same survey twice, no matter how it’s presented to them.
• The survey will be reworked and sent out to committee members by email for consideration.
• M. Savoie would like the surveys disseminated by Feb. 22 since the proposals need to be in by Mar. 14.
• An announcement will go out to faculty and students about the survey. Faculty will be encouraged to volunteer to administer the survey to their classes.
• J. Strobel was tasked with investigating the possibility of creating a VSU QEP page on FaceBook, thus allowing a wider audience of VSU students to become aware of (and take) the survey.
• It was suggested that classes in all of the colleges and online need to be given the opportunity to take the survey.

5. Unfunded Initiatives:
   J. Zahner is waiting for information from Christy Coons Yates on the unfunded initiatives.

6. Submissions:
   Two proposals have been submitted:
   • VSU International Passport – Ivan Nikolov
   • A Few Keys to All Success – Jim Muncy

   M. Savoie has heard from several different groups that they’re working on proposals that they’d like to submit. J. Kinney recommended getting the word out about the proposal deadline to remind people that we’re running out of time. Also, it was suggested that taking the surveys may get people thinking and boost the number of proposal submissions.

The next meeting is scheduled for February 29 at 2 p.m. in the Student Union Conference Room.

The meeting adjourned at 2:45 p.m.

Respectfully submitted by
Victoria Wood