

QEP Meeting

September 25, 2009

Members present: James LaPlant (Chair), Mike Savoie (Ex Officio), Jane Kinney (Ex Officio), Kristina Cragg (Ex Officio), Matthew Richard, Tim Malone, Regan Morgan, Karen Jacobsen, John Trombetta, Deborah Davis, Barbara Gray, Ivan Nikolov, Attila Cseh, Jan Fackler, Sonya Sanderson, David Monetti

1. The committee approved the September 11 meeting minutes unanimously.
2. The Subcommittee Chairs met on September 22; J.LaPlant updated the full committee on what was discussed by the chairs. The task force concurred with the recommendations of the subcommittee chairs in relation to a future call for proposals, QEP coordinator and assessment coordinator, campus-wide symposium, website and undergraduate research awards. K.Cragg mentioned that the committee needs to get started working on the draft of the abstract for Dr. Jackson.
3. The October timeline was set for the proposals:
 - After October 1, committee members are to pull the QEP proposals from the SRA website, rate them, and then turn them in to SRA by 8 a.m. on October 12.
 - Week of Oct. 12-16 - The committee will meet to discuss each member's five highest-rated proposals.
 - October 20 is the due date to get the chosen proposals to Dr. Levy.
4. The committee will craft a job description for QEP Coordinator this fall so that he/she can be hired in spring 2010.
5. The meeting adjourned at 2:00 p.m.

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