Updates/Reminders:
- QEP presentation to Faculty Senate on Wednesday, February 11th at 3:00 p.m.
- We received an email from the chair of the QEP Committee at USC Upstate, who had stumbled across our website looking for advice on the process and who said it was very helpful!

General Discussion:
- Discussion about revised proposals/topics
  - How were topics integrated into the top three proposals?
  - Do the revised topics address our criteria and guidelines?
  - How can learning outcomes and/or relevant language from other proposals be integrated into these “new” topics?
  - What “working titles” should we decide on?
  - Are these still the topics that ought to be extended during the next round?
- Prepare for presentation to Faculty Senate: what is our message to the public?
- Identify the process for developing extended proposals
  - Determine components, sections, and length
    - See UCF’s White Paper Guidelines
  - Volunteers from the committee to help write extended proposals?
  - Possible colleagues who might be interested in writing extended proposals?
  - Stipend for writing/research

Handouts:
- Agenda
- Learning Outcomes/Language from Relevant Proposals
- UCF’s White Paper Guidelines
- Global Learning article from *Diversity & Democracy*
- “Developing Global Citizens” article
- Notes of Excellence