Reminder:
- Please send the updated course development framework and rubrics to qep@gmu.edu no later than noon on Wednesday (3/23)

Updates:
- Summary of Outreach and Publicity
- SACS QEP Meeting Schedule
  - QEP Presentation to On-Site Committee: Tuesday, March 29th from 10:30-11:30 a.m. (location TBD)
  - QEP Committee meeting with On-Site Committee: Wednesday, March 30th from 11:00 a.m.-noon (location TBD)
  - Information sessions will be taking place on Thursday and Friday for participating students and faculty

General Discussion:
- Subcommittee report outs
  - Student Scholarly Activities
  - Faculty & Curricular Activities
  - Assessment
- Discussion of process for what will be sent to on-site committee
- Preview slides for the QEP presentation to the SACS on-site committee
  - Has the institution developed an acceptable Quality Enhancement Plan?
  - Did the institution engage in an institutional process that identified key issues emerging from institutional assessment in order to choose the focus of its plan?
  - Does the QEP focus on learning outcomes and/or the environment supporting student learning?
  - Has the institution demonstrated the institutional capability to initiate, implement, and complete the QEP?
  - Does the QEP include broad-based involvement of constituencies in the development and proposed implementation of the plan?
  - Does the QEP identify goals and a plan to assess their achievement?

Handouts:
- Agenda
- Documents from Assessment subcommittee

Next Meetings:
- **Full Committee:** Tuesday, April 5th from 12:30-2:30 p.m. (Robeson Room)
- **Subcommittees:** Wednesday, April 20th from 11:00 a.m.-2:00 p.m. (Robeson Room and JC Meeting Room E are available)