The meeting was called to order by Sharon Decker at 3:00 p.m. for pictures with QEP t-shirts. Refreshments and certificates of acknowledgement were given to each member of the QEP Steering Committee as a token of appreciation for their collaboration.

The minutes for April 1, 2009 were approved.

I. Old Business:

A. Summary of SAC’s Review:

Rial Rolfe gave a summary of the on-site results. Probably by next week, we will get the official written report from Dr. Wilsie. After we receive it, we will have five months to respond to requests and suggestions. Sharon Decker clarified SAC’s appropriate metrics request is in addition to what was planned and is to include research of alumni.

B. Faculty Champions:

Rial Rolfe stated SAC’s visitor commented that 10 percent release time would not be suffice for the Faculty Champions. Sharon Decker reported to have already held the first meeting with the Faculty Champions. Possibility of more faculty champions to be added by end of this summer. From the QEP Steering committee, Suzanne Escudier, Herb Janssen, and Rebecca Sleeper have been selected as Faculty Champions. They will not be a part of the QEP Advisory Committee.

C. Base Line Data Taskforce:

The taskforce will move into the Advisory Committee phase and proceed with duties. Will need to come up with questionnaire. President Baldwin has recommended an expert to assist. Sharon Decker will meet with her this week. Sharon Decker reported Dr. Nelson informed her of his expertise and volunteered to be the critiquer.

D. 3D Immersive Technology Taskforce:

The taskforce will move into the Advisory Committee phase and proceed with duties.

II. New Business

A. Restructuring of QEP Steering Committee:

- The QEP Steering Committee will be restructured into an advisory committee. Tori Gustafson suggested the writing subcommittee stay to assist in writing the responses to
SAC’s. Jimmy Fraigne suggested a student representative from each school be added to the Advisory Committee. The following are the task forces needed and members who have volunteered to commit and be a part of the Advisory Committee:

1. **Faculty Champions:**  
   Sharon Decker – Chair  
   German Nunez

2. **Base Line Data:**  
   Kari Wood – Chair  
   Thomas McGovern  
   Andrea Tawney

3. **3D Immersive Technology:**  
   Victor Gonzales - Chair  
   Irene Williams

4. **Fall Conference:**  
   Tori Gustafson – Chair  
   Melinda Corwin

5. **Writing:**  
   Carla Myers - Chair

Sharon Decker requested all committee members let her know if they want to be on the Advisory committee and if so, which task force do they want to take part in.

### III. Adjournment

The meeting was adjourned at 3:45 p.m.  
There will no longer be anymore QEP Steering Committee meetings. QEP Advisory Committee meetings will be announced after all members send Sharon Decker their member status request.