Present: Mark Pittman, Beth Bonnstetter, Beth Apodaca Ruybal, Michelle Romero, Rosanna Ensley Backen, Debbie Chapman, Margaret Doell
Absent: Ed Crowther, Liz Thomas, Jenna Neilsen, Ken Marquez

1. Review of timeline
2. Reorganization on Google Drive & Tracking Sheet
3. Using Google Drive/Docs
4. Updates:
   a. Jenna - Absent
   b. Ed - Absent
      ii. still need info for 3.A.1, 3.A.2., 3.C.4
   c. Ken - Absent

The following individuals presented the information they had entered into the relevant ‘Brainstorm’ sheet for each sub-criterion. Good discussion occurred regarding additional documentations we might need, questions their work had incurred, and next steps. These included noting that we need to determine how Athletics participates/contributes to many of the areas. Margaret is working on a questionnaire for academic departments that could be used for athletics as well. It will also be modified for non-academics departments to use and will help us identify items like what kind of professional development/training is being done, how conferences, books, dues are part of prof dev/training. Another question to look into is whether we have done a good job of identifying needs (in regards to support for students), how have we done this, and how do we evaluate the success of the programs we start? Margaret will share the latest NSSE results so the committee can see if there is any information from that which addresses these questions. It was also suggested we try and identify what kinds of speakers are brought to campus by various offices; there is no comprehensive list.
   d. Mark
   e. Beth B.
   f. Beth A.R.
   g. Liz - Absent
   h. Michelle

We ran out of time before the following individuals could report. They will be first to provide updates at our next meeting on Dec. 16.
   i. Rosanna
   j. Debbie
   k. Leslie - last year’s fac dev year end report; need programming details for this year
   l. 3.C.3 - Instructor Evaluation (thoughts?)

Margaret asked the group to continue to add information to the brainstorm documents. She will also add an folder to each sub-criterion folder for supporting documents. Committee
members should add anything that supports and provides evidence for the items they add to the brainstorm list. Margaret will try and have the questionnaire for academic departments ready for committee review by the next meeting.

The meeting adjourned at 5pm. The next meeting is Tuesday, Dec. 16, 2014 at 4pm in MCD 387.