Summary

Present: Snyder, Belcher, Lindsey, Henry, Duff, Pegnetter, St. Hill, Wright-Isak, McBride, Baurer  
Absent: Johnson, Genson, McClelland

Review of October 28 meeting

Paul reviewed the meeting of October 28 noting the committee’s suggested modifications to the 
Annual Report Template had been made in preparation for the solicitation of action plans at the 
end of January. He also noted that the committee’s request for assessment plan updates had 
also been disseminated with a due date of November 30 for completion of plan updating.

Review of timeline for spring 2010

Paul referred the committee to the draft outline he shared with them entitled Action Plan 
Review. He went through the proposed work plan for the committee for the coming 
winter/spring term. In response to a series of questions, Paul provided clarification of how 
action plans would be developed in response to proposed goals and indicators that should 
emerge from the UBOT’s January workshop.

Proposed spring meeting schedule

Finally, Paul called attention to the proposed SPIEC meeting schedule for spring 2010. He asked 
if there were any problems. None were reported. He noted that the committee might have to 
schedule more frequent meetings depending upon the workload.

Next steps

Paul noted that the next meeting of the committee will be January 13 and thanked the 
committee for accomplishing all the tasks set for it during the fall. The meeting then adjourned.