



## **QEP Steering Committee**

Meeting Agenda

February 12, 1:00pm

### Agenda

1. Approve minutes from January 26, 2024 meeting
  
2. Discuss final list of proposals. Which ones move forward to presentation on February 23?
  - a. Alternatively, what is the backup plan if no proposals are received?
  
3. Determine the parameters for the presentations, given the number of presentation invitations (time limit, number of slides, time for q&a, etc.)
  
4. Finalize the content of a survey to send the community to vote on proposal finalists.

Co-chairs communicate invitation to present via [qep@uhd.edu](mailto:qep@uhd.edu) email.

### Next Meetings

- February 23, 9:00-11am; *this is a 2 hr meeting to review proposals*
- March 1, 2pm