

(Curriculum-lit review sub-committee)

Meeting Minutes

TIME: 1:00	LOCATION: CTEL	RECORDER: Rankin	DATE: 4/6/2009	
Committee Members		Dept	Email Address	Present
Dr. Kristie Rankin		Career Services	@lawsonstate.edu	x
Harold Higginbotham		Instruction	@lawsonstate.edu	x
Craig Lawrence		Aux. Services	@lawsonstate.edu	x
Sandra Henderson		Library	@lawsonstate.edu	x
Myra Bailey		SSS	@lawsonstate.edu	x

AGENDA ITEM	MINUTES
Lit review	This meeting was called to create an action plan for the QEP lit review. We discussed how to divide the task and Mr. Higginbotham volunteered to write the review. All others were to submit an annotated bib to him by Friday, April 10. He would then submit his draft to Dr. Rankin and Chante Calhoun by Wednesday, April for their review.
ACTION ITEM	
Date Assigned	Action Items
4/6/2009	Lit review draft
