I. Call to order

II. Approval of Minutes of November, 18th meeting (attached)
   a. Becky Mahurin motioned for approval, Christa Merzdorf second, minutes were approved.

III. Information Items
   a. Carmen McSpadden announced that the Leadership Institute will be sponsoring a lecture by Neil deGrasse Tyson – March 4th. Tickets go on sale soon.
   b. Extended University looking for partnership for computer classes. Please send suggestions to Kim O.

IV. Old Business
   a. APLU IEP update – Becky Mahurin
      - External stakeholder survey went out
      - Internal surveys have been collected, good response.
      - Still has long list of meetings, focusing on private sector engagement.
      - Contact Becky Mahurin with any suggestions for people that would be good resources.
   b. SCOPE – COGENT project
      - Held until February meeting

V. New Business
   a. Draft mini-grant proposal (attached)
      - Discussion on edits
         1. 5 yr ask
         2. Elevate profile
         3. Have poster session with awardees
   b. How to tell the O&E story for future reports
      - Need to get Chris’ timeline

VI. Next Meeting
   a. Tuesday, February 17th
      9:00 a.m. – 10:30 a.m. Reid 415