1. Review of Minutes from Meeting of 12/11/2014 (Jim)
   a. Motion: A motion was made by Dr. Reck to approve the December 11, 2014 minutes. The motion was seconded by Ms. Teeter. All were in favor of approving the minutes. Motion passed.

2. Definition of Critical Thinking at USF Sarasota-Manatee (All)
   a. Motion: A motion was made by Dr. Reck to select the entire framework of the Foundation for Critical Thinking as the structure of the USFSM QEP. The motion was seconded by Dr. Gillespie. All were in favor. Motion passed.
   b. Selected Outcomes:
      i. Gathers and assesses relevant information;
      ii. Reaches well-reasoned conclusions and solutions after testing alternatives against relevant criteria and standards; and
      iii. Communicates effectively the reasoning process and its results.
3. Division of Tasks, possibly separate meetings (Tricia) – Agenda item tabled until next meeting of the QEP Steering Committee on January 27, 2015.
   a. Literature Review
   b. Measurement Tools
   c. Implementation Steps

4. Today’s Meeting Message to Share Publicly –
   a. The Steering Committee chose the Paul-Elder Critical Thinking Framework as a scaffold to further build USF Sarasota-Manatee’s Quality Enhancement Plan.
   b. The Steering Committee recommended launching the QEP with a faculty-staff professional development event in the spring by inviting a nationally-known critical thinking expert to campus.
   c. The Steering Committee invited SGA’s QEP Committee to assist with the naming of the QEP by recommending 3-5 names to be considered at the next Spring Committee meeting.

5. Next Steps and Future Meetings (Tricia)
   a. Drs. Jones and Hunsader are charged with selecting a critical thinking expert to speak on the campus; the cost and payment for the speaker; dates; and goals/outcomes of the event.
   b. The Student QEP Committee will submit to the Steering Committee 3-5 names to be considered at the January 27, 2015 meeting.
   c. Dr. Jones will investigate the cost of purchasing an electronic version of the Critical Thinking pocketbook.
   d. Prior to the next meeting, Committee members have been asked to think about the structuring of Committee subgroups and persons they feel should be invited to serve on the subgroups.
   e. Dr. Reich will continue to work on the literature review and will provide an update to the Committee at the January 27th meeting.