1. SPC/Working Group membership/Implementation Update
   a. SPC/ELWG
      i. Discussion of new member need
      ii. Still waiting on nominations from MFS and Kuali’i
      iii. Need to have new members seated by Sept so SH can either 1) forward nominees to SPC once received for online discussion or 2) send with recommendation based on current constituency representation and committee needs
      iv. SH will forward recommendation once nominations from MFS and Kuali’I are received to facilitate timely appointments
   b. IIWG
      i. Produced classroom design guidelines that have been forwarded to OCI for beta testing
   c. Initiative 6 discussion
      i. Member composition
      ii. Discussion of expanded application of charge
      iii. Suggestion for expanding WG composition to divide into 2 subcommittees (OFM/fiscal and student/customer service)

2. AoD AY 2012-2013 Report Draft 2
   a. Feedback on draft
   b. Q: What is the plan regarding plan “expiration”?  
      i. Will need to deploy new/revised plan
   c. Q: Can we include a table or chart?
   d. Discussion of the next steps section- add summary of WG focus for coming year
   e. Review and send comments

3. Progress Indicator template
   a. Discussion of the indicator template
      i. Some data points are not currently tracked
      ii. Suggestion to consider better defining parameters
      iii. Discussion of data accessibility

Next Steps
1. SH will update the report draft and incorporate suggestions and feedback
2. SH will email cmte membership rec’s once MFS and Kuali’I nominations rec’d
3. Preparations for next planning process will continue
4. Set goals and review progress of overall plan at next meeting

Next Meeting: Thursday, September 12, 2013, 9:00-10:30 a.m., HH 309