Meeting was called to order by Daniela at 2:00 pm

Daniela – updated the group on IIB progress thus far and also introduced what is still needed. Encouraged everyone to ensure they are still collecting and creating evidence as necessary to support what has been written in IIB.

Daniela also provided the group with the new initiative that Dr. Davis introduced to the co-chairs for this group to develop and implement and that was the process for selecting future guest speakers for convocation events.

The group had a discussion of possible strategies and designated various group members to work on developing the guidelines, an interest form, timeline for the selection process, etc. At the next meeting, group members will provide updates on the progress made as related to this new initiative.

Committee members also provided updates on the progress IIB smaller groups were making in writing their assigned section within IIB for the self study. Updates were provided and the group contributed feedback to the smaller groups as to what could be added to enhance responses to those sections.

Overall, today’s meeting was a productive working meeting and toward the end, additional goals and deadlines were set.