1) **Review and accept notes from 2/11 meeting**
   a. The meeting notes from February 11, 2013 were reviewed and affirmed with no changes.

2) **Task force updates**
   a. Support Program Task Group
      i. The chairs reported that they are close to having a complete list of services across the university. Some additional work must be done to clarify the lists of services, which should be done within the week.
      ii. The task group split into teams that ran pilot tests of all criteria with different service providers across the campus. As a result, modifications were made to the language in several of the prompts/questions.
      iii. During the next two weeks the existing subcommittees for each criterion will be meeting with the chairs to carefully review the language of the prompts/questions to ensure that they generate useable information to inform their evaluation of services.
      iv. One source of data will be the customer satisfaction surveys currently being conducted with students, faculty and staff. There
was discussion about when to share the results of the surveys with the service providers. **The steering committee endorsed sharing the customer satisfaction survey results with the service providers prior to asking them to complete the report templates.**

b. Instructional Program Task Group
   i. The IPTG had hoped to finalize all five criteria last week, but was only able to conclude conversation about the first two, so no final votes were taken. They expect to finish that conversation next week and bring the criteria to the steering committee at its next meeting.
   ii. The list of programs needs one more review with the associate deans and then it will be ready to post for campus comment. That is expected to happen by early next week. The final list of programs shows that there will be 405 programs reviewed within 107 reports.

3) **New Business**
   a. A committee member pointed out that the student members of all the committees are not being compensated, as are faculty members through release time or stipends. **The steering committee asked that this issue be raised with the sponsors to see if the students could be compensated in some way.**
   b. At the request of an Academic Senator, notifications sent to the campus about updated material on the PFD web page with provide a link to the “new information” page.
   c. Since they expect there will be a large amount of information coming to the steering committee next week, the group decided to move the meeting day to later in the week to allow sufficient time to review materials from the IPTG.
   d. Days and times for spring quarter meetings are being solicited via doodle poll. Members were encouraged to submit their availability.