After the 11/9 meeting was cancelled due to activities on campus, the group discussed a revised strategy for finishing our report by the end of the semester. Here is a revised timeline of events:

- November 30, 2015 – Committee recommendation due to Tracy and Earnest. Those reports will then be made available to all committee members soon after. All committee members are charged with reviewing all of the committee reports in detail and be prepared to share thoughts with the committee at the next meeting. We will also develop some type of way (e.g. Google Docs or Blackboard) to share opinions before the next meeting.
- December 7, 2015 – The committee will spend the time sorting priorities and basic structure for the report (e.g. what components of the committee recommendations to migrate over to the final document). After the meeting, Earnest and Tracy will draft the report for consideration.
- Week of December 14, 2015 – The committee will review the final report giving final edits and thoughts. A meeting will be scheduled; on December 7 meeting, we will determine the necessity of the meeting.

After the discussion of the timeline, we reviewed any additional topics that needed to be added to the committees’ review. Committees were then welcome to meet after the conclusion of the meeting of the whole.