AGENDA

I. Call to Order

II. Review Project Process
   (Please refer to power point presentation)

III. Survey Development
    (Please refer to Survey Draft 1: 2-9-2012)
    A. Outline of Survey Reviews
       ✓ All revision requests/additions or questions that require more attention are highlighted in yellow
       ✓ Those questions that require information from UMass Boston are highlighted in green
       ✓ Those areas highlighted in blue are formatting reminders for R&A
       ✓ Red font indicates notes/charges for committee members

    B. Review Demographic Section Questions

    C. Review Introductory Materials Revisions

IV. Institutional Review Board Application Process
    A. Discuss which CSWG member will serve as the PIC for the project from Clarkson.

V. Marketing/Communication Plan
    A. Marketing/communication Time-line

    B. Marketing/communication outline

    C. Project Talking Points

VI. Schedule Subsequent Spring Semester Meetings