

# MEMORANDUM

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TO: Brandon Combs  
Jeff Hill  
Candice Barnes  
Stephen Feldman  
Alana Reid  
Donna Bowman  
Calin Marian  
Natalie Burklow  
Joshua Eddinger-Lucero  
John Gilbreath  
Lauren Redding  
Whit Ables

FROM: Brandon Combs, Chair

DATE: January 17, 2018

SUBJECT: Student Evaluation of Teachers Committee

The Student Evaluation of Teachers Committee will meet on Friday, January 19, 2018 from 10:00-11:00 am in Wingo 214. The following items will be discussed:

1. Welcome
2. Approval of the November 17, 2017 Minutes
3. eXplorance Update
4. SmartEvals Update
5. Question Set Discussion
6. Good of the Order
7. Conclusion