I. What will be in the Resource Room?

II. Discuss the role of the committee in the self-study process
   a. Gather resources
   b. Organize resources
   c. Maintain resource room

III. Location for Resource Room (any suggestions)
   a. Requirements

IV. Assignment:
   a. Make a list of any policies, procedure, and major reports, etc. for your department
   b. Include any other information that you think could be relevant to the self-study process

V. Discussion/Question and Answer session