



APASP Task Force Meeting Notes

Thursday, July 20, 2017 | 10:00 a.m.-Noon | UC #330-331

In Attendance

Colin Henderson
Steve Schwarze
John DeBoer
Jen Zellmer-Cuaresma
Liz Putnam
Laurie Fisher,
Scott Whittenburg

Christine Fiore
Roz Haley
Erik Johnston
Stephanie Domitrovich
Paul Haber
Chase Greenfield (phone)
Anisa Ricci (phone)

Kate Shanley
Hillary Stowell
Claudine Cellier
Nathan Lindsay
Dawn Ressel
Lucy France

MEETING AGENDA

Approval of 7.13.17 Meeting Minutes

The Task Force unanimously approved the 7.13.17 Meeting Minutes

Criteria Sub-Committee Action Items

- a. The Task Force unanimously approved the following modification:
 - i. Rubrics :Insert: *The Task Force will consider the stage of development of new programs/units (those with three or fewer years of centralized data) when evaluating their performance. *Rationale: responding to previous TF meeting-eliminates need for separate rubrics*
- b. The Task Force unanimously approved the following modification:
 - i. Ranking Categories: Renumber categories so that Highly Effective is Category 5, Effective 4, Satisfactory 3, Modification Needed 2, Urgent Action Required 1. *Rationale: numbers should move in same direction as rubric scale (big numbers better).*
- c. There was a move to amend the proposed change below:
 - i. Administrative Service Rubric: Change exceptional rating description in Demand criterion. "There is strong and growing internal AND or external demand for unit services..." *Rationale: some services only serve internal users.*

to read “and/or”. The Task Force unanimously approved the motion to amend and then unanimously approved the proposed change as amended.

Criteria Sub-Committee Information Items

The Task Force discussed the following information items:

- ii. Administrative Criteria edit (Library and Center issues)
- iii. Academic Criteria edits (responding to campus feedback)

Communications Sub-Committee Information Items

The Communications Sub-Committee provided information to the Task Force on the communication plan and updates to the APASP website.

Framework Sub-Committee Information Items

The Framework Sub-Committee provided information for consideration to the Task Force on review process considerations for fall 2017 and how pilot review/evaluation will work. The task force discussed a number of documents posted by the Framework Sub-Committee on box.

The idea that the Task Force invite more reviewers to help accomplish the review/scoring of campus reports was presented. More reviewers will allow the Task Force to accomplish a more thoughtful scoring of the reports submitted by campus units.

These reviewers would help with review and scoring, but the Task Force would make the final recommendations. Deans and unit heads could have a role in the review process. A Task Force member could be present on every review group to ensure consistency.

To find more reviewers – double the number of representatives on the task force per shared governance group. Include ex-officio members.

Informally, the majority of Task Force members were amenable to inviting more reviewers. One task force member expressed concerns about inviting more reviewers. Additional concerns were expressed about how to avoid bias if additional reviewers were invited. The group discussed how to generate a large set of potential reviewers to invite.

New Business

Scheduling meetings and additional time for fall semester Task Force meetings ASAP.

Responding to feedback from the campus community – Task Force members discussed general responses to the feedback received and the various mechanisms for letting campus know the Task Force has read feedback: campus updates, individual emails, etc.

Adjourn Upon Completion of Business

DRAFT