



APASP Task Force Meeting Notes

Thursday, August 24, 2017 | 10:00 a.m.-Noon | UC #330-331

In Attendance

Braden Fitzgerald
Tom DeLuca
Steve Schwarze
Laurie Fisher
Hillary Stowell
Kate Shanley
Paul Haber

Stephanie Domitrovich
Liz Putnam
Ona Renner-Fahey
Andrew Ware
Rebecca Power
Chase Greenfield (phone)
Dawn Ressel

Beverly Edmond
Jen Zellmer-Cuaresma
Erik Johnston
Scott Whittenburg
Rozlyn Haley
John DeBoer
Paula Short

Approval of 8.17.17 Meeting Minutes

- The 8.17.17 meeting minutes were approved.

Criteria & Metrics Sub-Committees

Action Item: Academic Programs FTE form

Steve Schwarze explained that nothing new has been added to the criteria and that the only changes made to the form were in response to requests from the campus to be able to document perceived discrepancies with the centralized data when writing their reports. The hope is that the new version will allow people to funnel their data into the form and then use the comment boxes to explain. The item was passed.

Action Item: Administrative Services FTE form

There was no discussion on this item as there were no substantial changes from the last version. The item was passed.

Action Item: Faculty FTE Split

Andrew Ware explained that the sub-committee, in response to campus feedback, developed the item to avoid disadvantaging programs that have both undergraduate and graduate offerings. Under this proposal, the FTE would be calculated centrally by the department. Some of the Task Force members expressed concern about the workload this would put on department chairs. The item was passed with one member dissenting and another abstaining.

Additional Action Item

Steve Schwarze and Rozlyn Haley requested that the Task Force make an exemption and allow a last-minute item to be added to the agenda. The Task Force members agreed. The item – a revised form the administrative services – was created with the goal of helping administrative units within academic units better explain their work. The other main objective of the revised form was to give administrative units the chance to discuss the essentiality of their unit. Some of the Task Force members were concerned about adding another form for programs to fill out. Others were concerned about voting on something they hadn't had much time to review. The group – by a show of hands – decided to move forward with the discussion and a vote. Some of the Task Force members expressed concern that the units' responses would be biased about their own essentiality and wondered if this information would be helpful in the long run. An amendment was introduced and passed to remove the essential and support language from the form. The amended item was passed.

Framework Sub-Committee

Action Item: Expanded Number of Reviewers

The item was drafted in response to conversation about recruiting additional people to help the Task Force members review the reports in October. Some of the members of the Task Force wanted to clarify the language so that people wouldn't think they were expanding the actual Task Force. The sub-committee members explained that they came up with the number of reviewers (36) by doubling the number of Task Force members, minus the Chair. A friendly amendment was introduced to remove bullet point #2 altogether and to amend bullet point #3 (remove "then" and "further" and then everything after "governance"). The amendment was passed. Several members of the Task Force expressed their strong feelings that all nominations should go through the shared governance process, rather than starting by asking the ex-officio members to serve as reviewers. A second amendment was introduced to remove bullet point #1. The amendment was passed. An additional amendment was introduced to revise the third bullet point to say "The President will...". The amendment was passed. The revised item was passed with one member dissenting.

Action Item: Motion re. Sub-Committee Charges

John DeBoer introduced the item by saying that the Framework sub-committee had a conversation about next steps for their group and this item was the result of their conversation. Some of the Task Force members expressed concern about voting on something without specifics. It was agreed that the sub-committee chairs would meet with the Chair to discuss the details. The item was passed.

Information Item: Author Orientations

John DeBoer reported that the orientation sessions are going well. Jen Zellmer-Cuaresma complimented John and the author trainings for the high-quality materials they've prepared for the sessions.

Communications Sub-Committee

Information Items: External Communications Plan

Paula Short shared the external communications plan with the Task Force members. She indicated that the next set of communications would be targeted towards updating the members of the campus community who have been away all summer. The next step after that will be to inform folks off campus – community, alumni, etc. – about what APASP is, what work has been done so far, and what the next phase of the process is. Members of the Task Force expressed their agreement that more information needs to be shared with the larger UM community as there has been some confusion. Paula also mentioned that she will be working on an infographic to accompany the upcoming communications.

New Business

- Rebecca Power reminded the Task Force members to fill out the polls for the fall meeting schedule – fill out the
- It was decided that the full Task Force would not meet the following week; instead, the sub-committee chairs will meet with the Chair.

The meeting adjourned at 11:38 a.m. Meeting minutes prepared by Rebecca C. Power, Assistant to the President.