APASP Task Force Meeting Minutes

Thursday, May 18, 2017 | 9:00 a.m.-Noon | UC #332-333

In Attendance

Beverly Edmond
Ona Renner-Fahey
Stephanie Domitrovich
Jen Zellmer-Cuaresma
Erik Johnston
Scott Whittenburg
Rebecca Power
Kate Shanley

Paul Haber (phone)
Steve Schwarze
Laurie Fisher
Braden Fitzgerald
Anisa Ricci (phone)
Claudine Cellier
Dawn Ressel

Colin Henderson
Andrew Ware
Rozlyn Haley
Chase Greenfield
Tom DeLuca
Lucy France
Hillary Stowell

Feedback from the open forum sessions last week (All)

The Task Force members discussed the four campus forums held the week of May 8-12. It was noted that the most common concerns were about the timeline (especially the summer dates) and about where units that are both academic and administrative fit into the process. The group discussed how to respond to the feedback given at the forums and suggested putting together a FAQ to post on the APASP website.

Update from the Metrics Sub-Committee (Andrew Ware)

The Metrics sub-committee reported that they are currently focused on identifying units of analysis and are getting a better sense of the data available to them. They are working closely with the Criteria sub-committee to ensure consistency.

Update from Criteria Sub-Committee (Steve Schwarze)

The Criteria sub-committee reported that they met with some of the members of the Strategic Planning & Coordinating Council (SPCC) and are reviewing many of the same documents the SPCC looked at early in their process. They are working towards a deadline of June 1st to share their final report with the full Task Force.

Update from Framework Sub-Committee (Chase Greenfield)

The Framework sub-committee reported that they are working on the draft of the framework document, a revised timeline, and a set of definitions for the process.

Decision-making by APASP Task Force (All)

After some discussion, the group decided to use the following framework when making decisions:

- A quorum is reached when at least 13 task force members are present
- No votes will be held unless a quorum is present
- The first step will be to try to get consensus from the group
- If consensus cannot be reached, the group will go to a 2/3 vote of those present (both in person and on the phone)

This will be included in the framework document.

Communication plan update (Claudine Cellier)

A communications plan is being developed for APASP. More details to come at future meetings. The APASP website has been updated to include the meeting schedule, agendas, and meeting minutes. It was requested that one member of each sub-committee serve as the official liaison to the communications team. These members will be named at the next meeting.