



APASP Prioritization Meeting

Monday, October 30, 2017 | 6:00-9:00 p.m. | GBB #123

In attendance: Anisa Ricci, Steve Schwarze, Braden Fitzgerald, Jennifer Zellmer-Cuaresma, Colin Henderson, Erik Johnston, Laurie Fisher, Chase Greenfield, Paul Haber, Ona Renner-Fahey, Elizabeth Putnam, Rozlyn Haley, John DeBoer, Stephanie Domitrovich, Scott Whittenburg, Kathryn Shanley, Hillary Stowell, Nathan Lindsay, Claudine Cellier, Lucy France, Dawn Ressel

MEETING MINUTES

1. Update from Dawn Ressel
 - a. Access hiccup
 - b. 34 programs in Groups 1 and 2 unable to be placed in category
 - c. How will we treat Missoula College report submitted for 5 programs?
 - i. technically only 1 report has been submitted. How will this be addressed?
 - d. 29 have not been reviewed by 3 reviewers yet.

Discussion and questions:

Should the Task Force start prioritizing at tonight's meeting? 151 programs could be discussed tonight; 72 consent, 79 discussion, 12 or more insufficient evidence.

Will assign alternate reviewers will be done tomorrow – notify reviewers

2. Motion to discuss programs in bottom buckets first (no one seconded)
3. TF was explicit – need 12 in one category for placement on consent agenda
4. Review of process at upcoming prioritization meetings
 - a. Lead reviewer presents overview of program review
 - b. Discussion by Task Force
 - c. Conflict of interest – Task Force members with conflicts of interest step away from the table
 - d. Maximum time per program: 5 minutes. If discussion needs to continue then program is placed on discussion agenda for next session to give Taskforce members the opportunity for due diligence
5. What does majority mean? Discuss at November 3 Task Force meeting?
6. Consent agenda was supposed to be known ahead of time. Task Force didn't have consent agenda ahead of time today so should we proceed to prioritize tonight as scheduled?

- a. Taskforce agreed to review consent motion agenda – pull anything off and push to Wednesday consent agenda on programs so Taskforce has more time to prepare.
 - b. Taskforce members chose programs to put on Wednesday’s consent agenda
 - c. Taskforce voted to approve: unanimous
 - d. For all items pulled, motion must be sent in writing and placed in Box folder by 6pm tomorrow
7. Should Taskforce vote on the rest tonight? Is it appropriate to discuss discussion agenda without giving 48 hours’ notice?
 - a. Task Force voted on whether or not to vote tonight: YES (7) NO (9)
8. The Task Force conducted a test run to see what future prioritization meetings will be like: Lead reviewer: gives page number, gives 3 averages (refer to program reports created for TF use; lead reviewer names averages, variance)
9. Adjourn Upon Completion of Business