UNIVERSITY OF MONTANA

APASP Task Force Meeting

Thursday, June 22, 2017 | 10:00 a.m.-noon | UC #332-333

MEETING MINUTES

Addition to minutes of 6.15 meeting
Add language the framework document "The specifics of dean and director roles remain under discussion"
Approval of minutes - passed.

A new time for next week's meeting: 8-10 a.m. on Thursday, June 29. Notice will be sent to all APASP TF members of this new time.

Discussion of information items

Criteria Subcommittee has 3 action items.

1. Criteria for administrative services

We will vote on these today but anticipate future additions - ABC services (national benchmark indicators for admin services) and further editing/formatting
All in favor, no opposed - criteria for administrative services approved.

2. Criteria for academic programs
Add a note to explain that not all programs are expected to fulfill all metrics requirements under all criteria. Tell people they can respond "N/A" and that's OK.

"5YA" needs to be explained in the document to avoid misinterpretation

Vote on approving : 10 in favor, 3 opposed
More discussion - we want to make sure we don't cause confusion by releasing something that's not entirely finalized
If we move this forward, the communication should include explanations of things that could get misinterpreted (5YA, other items)
There are elements in here that are confusing and will generate responses that won't be helpful to us.

Motion to remove "5YA" language from criteria document, seconded.
Discussion
Vote on amendment: no consensus

New vote on approving the academic programs criteria as a draft to be released to campus
All in favor, no opposed - criteria for academic programs approved.

3. Scoring rubric - Administrative
Language and weights drafted jointly by criteria and metrics subcommittees.
There are comments on the document the subcommittees propose to leave as is
Move to amend - increase importance to UM by 10% and decrease Quality by 10% - seconded
Explanation/discussion of the weights selected at joint subcommittee meeting
Vote on this move to amend - motion failed

New discussion on the document?

Vote on approving scoring rubric for administrative services (with the addition of "planning document" watermark and post on website)
All in favor, no opposed - criteria for academic programs approved.

Framework Sub-Committee item: APASP TF Report Review Process

Discussion of the method developed for TF members to review and score reports. Attention to conflict of interest etc.

Vote on APASP TF REport Review Process(with the addition of "University Policy 703" and the addition of "planning document" watermark and post on website)
All in favor, no opposed - criteria for academic programs approved.

Update from Communication subcommittee
June 20 update, campus forums
June 27 update - no campus forums
Plan next campus forums to coincide with July 6 or 7 update
Concerns about not all students receiving Infogriz message

New Business

Provost Edmond absence and facilitation of meetings, participation via Go To Meeting

Trainings

1. ask VPs to identify trainers for their sectors; confirm who will serve as trainers for pilot training

2. create opportunity for trainers to meet with full APASP TF for instruction/clarity on what they should train people on

3. Get help from J. Lindig on how to structure training sessions

4. Meeting for trainers at July 6 APASP TF meeting

1. "Train the trainers" session on July 7

1. Trainings begin July 10 to pilot authors

1. John DeBoer will help coordinate the trainings.

Quorum and Alternates

How to process feedback
Put feedback received in box, all TF members read it. Sub-committee chairs responsible for determining what is relevant to their specific areas.