

AGENDA
AMP Subcommittee #1
November 30, 2015
10:00-11:30
CP 560

1. Review of minutes
2. Steering Committee Update
 - Subcommittee Reports – Questions Raised
 - The AMP Explained – Infographic
 - AMP Communications Strategy
 - AMP – First Campus-wide Checkpoint
2. Draft Timeline for the lead-up to the website launch and first campus-wide check-in:
 - **Tuesday 11/24 by 5pm:** AMP Steering Committee (AMP-SC) will receive draft FAQ for review.
 - **Wednesday 11/25 by noon:** All subcommittees submit documents/resources they want to share with the campus regarding each of their questions (please cc Christina Cardenas when sharing these materials with the steering committee).
 - **Monday 11/30 by 5pm:** AMP website with input tab shared with AMP-SC for review. AMP-SC submits feedback on draft FAQ.
 - **Wednesday 12/2 by 5pm:** AMP-SC submits feedback on website and receives revised FAQ for finalization/approval.
 - **Friday 12/4 by 5pm:** Final AMP website goes live; AMP progress report #4 goes out to campus, which will include (1) AMP website link, (2) FAQ, (3) finalized minutes from 10/20 meeting, and (4) invitation for campus input via website.
3. Draft FAQ-Review
4. Next Steps for Sub-Committee #1
1. Next Meeting

Report narrative

The following guidelines are suggested regarding the length of each subcommittee's report narrative:

- Provide clear and succinct responses to the questions posed under your subcommittee's charge.
- Provide a clear rationale for the responses drawing from campus data, regional, and national best practices.
- Responses may be philosophical or actionable and should take into consideration such issues as the following:
 - Possible constraints, perceived strengths, as well as opportunities, based, for example, on planning and evaluation.
 - Capacity, infrastructure, and operations, including off-campus instructional locations.
 - Institutional values—what makes CSUF unique, and what could further its vision of itself as a model comprehensive public university in the nation.
 - Subcommittee report should be approximately 15-20 pages, double-spaced.