Minutes
AMP Subcommittee #1
April 4, 2016
MH 141

Present: Jim Taulli, Marsha Orr, Peter Nwosu, Kristin Stang, Alison Wrynn, Sheryl Fontaine, Kevin Wortman, Irena Praitis

Excused: Phil Armstrong Taylor Feher, Amanda Hughes, Aaron Mezzano, Mark Drayse Kari Knutson Miller, Mira Farka, Rahmatian Morteza, Dean Kazeolas,

Guests: None

1. Review of minutes from March 21, 2016—no comments were received

2. The subcommittee discussed the Revised Timeline

a. Updated timeline not yet transmitted but will be revised. Next Steering Committee meeting is scheduled for April 26.
b. Next review by campus community will likely be another detailed outline during the 3rd week of April—question arose is that April 21 or the week of April 25.

3. Kristin discussed two points that were highlighted for our consideration:

a. The President has emphasized that all on campus are educators; so staff roles should be considered.
b. Faculty AND students are involved in both research and creative activities, not just research. A point that had been emphasized by Jim Taulli early on.

4. Consideration of comments from campus community—plan for review and integration of feedback was discussed.

Discussion: What do we do next? How do we move ahead? What are some of the common themes that came up and how do we incorporate them? Oftentimes we have the ideas in here but some people seem to want specific terms—how do we deal with this? Maybe have a glossary for certain terms? Our subcommittee can have the working groups tackle the feedback initially and then clean them up—incorporate some and bring back anything that might be debatable or that they have questions about. Keep track of what we are keeping in the document, what is not relevant, and what we might be incorporating. Do this in track changes so that we can keep tabs on what we're doing. Let's incorporate the input and move it forward. Should we have our one "writer" [Irena] weave in the feedback that has yet to be reflected in our draft outline/narrative and send it out to the committee. How do we insert data where we have not done so? Once we have a cleaned up version we will be able to see where we need to add data. But we might still need feedback from the other working groups in our subcommittees to help point out to Irena what is important and what is not. Each working group take a look at their materials

this week and then send to Irena by the end of the week. She will then look at it and give it back to the whole subcommittee. We can set our own deadline of April 25 to have our next draft back. Is there something we could include on a GE Program from the comments? Or is there too much resistance to change GE? What can/should we include in the AMP report on GE?

Next steps: This week—each working group should review the comments on their section no later than Tuesday the 12th. Make any changes in "track changes" so everyone can see each other's comments. By the end of the week get comments on what should be included on the next version of our report to Irena. She will then share it back with the subcommittee for more feedback. We will get clarity on the exact timeline and Kristin will share with the subcommittee as soon as possible.

We might need a May meeting—Alison will look at potentially scheduling.

5. Next meeting: April 25, 1:30-3; H219

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.