

Humboldt State University  
Task Force on Ensuring Resources to Fulfill the University's Mission  
Friday, November 7, 2014, 8:30-10:00 am, Harry Griffith Hall, Room 113.

### **Members present**

Present: Co-chair Harry Singh and committee members Carlos Diaz, Steve Hackett, Alex Hwu, Evan Johnson (student), Volga Koval, Julie Tucker (admin support), Sarah West (student) and Craig Wruck.  
Absent: Rick Zechman

Hari Singh called the meeting to order at 8:30 am.

October 31 meeting minutes were approved and future minutes discussed. All agreed that future minutes will include action items, assigned tasks but with attributions removed. A shared Google Doc will be created for committee members to provide input prior to posting final version for public viewing.

### **Feedback from Strategic Plan Steering Committee Meeting**

Hari and Rick met with the Strategic Planning Committee on Nov. 4 for general updates and discussion. The first open *Campus Forum* for input on the strategic plan is scheduled for Nov. 17 and will include a professional moderator. President Rossbacher prefers that additional task force forums occur after Nov. 17 to give us time to adequately inform the campus community about task force goals and strategy. It was also discussed that that individual task force groups coordinate forum venues to prevent overlap/redundancy of information and forum fatigue.

A note to task force members: If you have not done so already, please send your brief (2-4 sentences) bio-sketch to Kay Libolt ([kay.libolt@humboldt.edu](mailto:kay.libolt@humboldt.edu)) for posting to the strategic plan website. Bios are due by 5 pm, Monday, November 10.

Discussion continued surrounding the preparation of a letter to the local community soliciting input. Hari will begin drafting a letter and will share with other task force members.

It was mentioned that Hari, Craig and Volga will be in attendance for today's Nov. 7 meeting with the University Resources & Planning Committee to discuss the efficiency initiative and its relationship with our task force.

### **Additional list of groups to approach**

The committee discussed reaching out to local organizations by contacting two or three members from each organization and schedule individual meetings rather than attend each of their regularly scheduled business meetings. Rick and Hari will reach out to community members within organizations, tribal groups, and campus entities to schedule meetings.

### **Subgroup assignments for Feedback arrangements to get things done**

Due to the limited time frame of this project, both Hari and Rick discussed and thought it best to assign duties to individual committee members and report back.

Students Sarah West and Evan Johnson agreed to approach manage student outreach on behalf of the task force, specifically asking students what services they would like to see and gather their opinion on the current student support structure. Some questions can be structured, some open-ended. Sarah and Evan will develop a plan of action and report findings to the committee.

### **Feedback from Professors who apply for grants**

The committee discussed the feedback structure from students, staff, faculty and community members and a centralized location point for collection of information.

Steve Hackett and Amy Sprowles agreed gather structured feedback from faculty and will report their findings to the group in late January.

Alex Hwu and Craig Wruck will report about their own organizations leverage points and main impediments.

Rick Zechman will approach Sponsored Programs Foundation, and Hari Singh will get feedback from International Programs.

Hari reminded the committee to work towards trying to leverage the resources we have while also being effective and efficient in what we do.

### **Draft Feedback Template for Community Groups**

A variety of general and open-ended type questions were discussed in obtaining community feedback. The development of a series of questions is coming soon.

### **Data from Institutional Research**

The committee discussed and agreed that they would like to request data (5-7 yrs if possible) from Institutional Research regarding new initiatives such as EAB, RAMP, MapWorks, Class Climate student evaluation system, Sustainability Office and the new Professional Advising Center and all relevant cost, evaluation criteria and impact details of each.

Also discussed was the importance of analyzing overall costs of specific types of student majors, which would require detailed information regarding FTES costs for each category of students: Students with science lab (such as Biology\Chemistry, students with computer lab (such as Math\Statistics, students that require individual performance, such as Music\Drama, students with Lecture/Discussion, such as Social Sciences, and any other category of students who might have a significant differential cost.

### **Budget request to President's Office**

The President's Office has agreed to cover task force expenditures. Hari recommends the development of two separate budgets needed to manage feedback, one each for forum activity and one for website.