

Humboldt State University
Task Force on Ensuring Resources to Fulfill the University's Mission
Friday, November 14, 2014, 8:30-10:00 am, Harry Griffith Hall, Room 113.

Members present

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

Rick Zechman called the meeting to order at 8:30 am. November 7 meeting minutes were unanimously approved.

Co-chair report on steering committee meetings and open forums

Rick announced that in place of the steering committee's previously planned open forum, there will be two strategic planning question and answer sessions for *all* campus employees on Wednesday, November 19 in the Great Hall from 12 noon-12:50 pm and 1:00-2:00 pm. An additional open forum will be scheduled for early spring 2015.

Additional campus and community forums arranged by each task force are on hold pending steering committee guidance; however, all agreed that the group should continue planning meetings with faculty, campus entities and community stakeholders to keep the process moving forward. Discussion followed regarding proposed questions for community, student and faculty meetings and the importance and added value of historical committee and/or task force conversations.

Update from working groups

Steve reported that he and Amy have developed a series of questions in survey format that will be forwarded to Lisa Castellino, Director of Institutional Research, for IRB approval. An additional date has been set for both to meet with faculty for in person discussions regarding research needs and opportunities. An invitation will be sent inviting faculty to participate.

Rick stated that the next SPF meeting is scheduled for December 9 and would like to attend. He asked the groups assistance in developing a set of questions prior to this date.

General information sought for use as possible survey questions and questions for communications to faculty and community stakeholders

The general consensus of the task force is to develop questions that are audience specific. Discussion ensued with members sharing ideas for questions and possible impediments based on historical knowledge and previous experience.

Data from IR – what specific data sets to request? Suggestions

As part of the strategic planning initiative, it was reported that Lisa Castellino will prepare a general survey that includes questions a few (2-3) questions from each task force. Discussion followed on how best to gather information and which questions should be asked to yield desired results.

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Charge of the task force – two areas need additional focus

In an effort to follow the original charge, Rick suggests exploring best practices at other CSUs as the findings might be insightful and applicable to Humboldt. An additional sub group specific to this task must be assigned. The task force should explore the issue of Intellectual property as well.

Next steps and additional agenda items

Rick will contact SPF for placement on the Dec 9 agenda.

Steve will forward his newly developed faculty survey/question set to Lisa Castellino for IRB approval.

Task force members will continue working on assigned tasks.

Next task force meeting is Nov 21, 8:30 am in HGH 113.

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