

University Resource Alignment Meeting March 13, 2017

	Members		Members	Guest
P	Stephen Bentivenga	P	Susan Jaeke	
P	Chad Cotti	P	Jaime Page-Stadler	
A	Donald Hones	A	Jenny Borgmann	
P	Karl Loewenstein	P	Pat Juckem	
P	Christine Roth	P	Anne Milkovich	
P	Judith Westphal	A	Merlaine Angwall	
A	Courtney Bauder		(Student)	

P=Present; A=Absent

Agenda

- Schedule/Timeline
 - Budget Model starts July 1, 2018
 - Information has to be turned in by January 2018
 - Budget model does not need this to run
 - this is a parallel process
 - URA does allocate the resources
 - The process could be completed but would have a hard time getting the feedback and the buy in needed.
 - Strategic Planning Process is looking for proposals and those need funding - ends in 2021
 - Schedule
 - When will EAB have the data for APS? March-June?
 - Cannot do the assessments until we have this data
 - Criteria - longer time and the assessment shorter time
- Communication Process
 - Webpage
 - Add a form to have people express interest - feedback form
 - Form will help with faq's that we can keep updating

- **Communication Plan**
 - Define the audience - same information, same detail, same frequency
 - Keep consistent because of overlaps of the group
 - Can vary the detail
 - Change communications as the process gets further along
 - Check if message should come from Karl or if Lane would want it from himself
 - Update 1x/month
 - Database of contact dates - log of communications
 - Presentation to governance groups
- Process
 - Do we write the report and assign sub teams to create criteria or do we create the criteria to hand off
 - Have the faculty write the criteria or does it need more of an administrative presence?
 - How do we design the process?
 - Do we need 2 teams or 1
 - Define programs - academic; budget units;
 - What is a program and create a list of all programs both academic and administrative

Homework:

- Everyone plug in the criteria from your university into the [criteria spreadsheet](#)
 - Add comments into cells if there is something you want to add
 - Add the percentages instead of x's if able
- Schedule EAB for next meeting - Jenny

Next Meeting -- March 27, 2017 at 11:30.