

Process Development & Policy (PDP) Meeting Notes - Draft

Wednesday, January 31, 2018, 11 AM – 12:30 PM DISC 464

Members:

- | | | | |
|--------------------------------------|--|--|-------------------------|
| ✓ (Co-chair) Ruth Johnston | <input type="checkbox"/> Daniel Jacoby | ✓ Phil Akers | ✓ (staff) Segan Jobe |
| ✓ (Co-chair) Sandeep Krishnamurthy | ✓ Ed Buendia | <input type="checkbox"/> Pierre Mourad | ✓ (staff) Steve Walline |
| <input type="checkbox"/> Alka Kurian | ✓ Elaine Scott | ✓ Sarah Leadley | ✓ (staff) Uma Raghavan |
| ✓ Beth Beam | ✓ Emily Christian | ✓ Shari Dworkin | ✓ (CCPB) Linda Watts |
| ✓ Bruce Burgett | <input type="checkbox"/> Gowri Shankar | ✓ Susan Jeffords | |
| ✓ Casey Mann | ✓ John Kim | ✓ (staff) Amanda Kim | |
| ✓ Christian Adams | ✓ Jonathan Cluts | ✓ (staff) Adrian Sinkler | |
| ✓ Cinnamon Hillyard | ✓ Kendra Yoshimoto | ✓ (staff) Eleonora White | |

Agenda:

	Topic	Discussion	Recommendations/ Follow-up	Person Responsible
Welcome	<ul style="list-style-type: none"> Financial Forum 	<ul style="list-style-type: none"> Requested by GFO Topics: ABB, lessons learned April 10 @ NCEC; invite to be sent soon Speakers include: Sandy Archibald, Vicki Anderson-Ellis, David Maddox, Zoe Barsness 	Ruth Johnston Amanda Kim	
Discuss Actualizing Collaboration Principles	<ul style="list-style-type: none"> Use evidence to inform decisions, assess results and make improvements Group represented: Chancellor’s Executive Team Ex. Online Learning 	<ul style="list-style-type: none"> Need clear set of “rules” to assess evidence Using evidence does not equal what decision to make, just informs decision Assessment can be used when verifying whether something is sustainable, to make modifications or end a program Fits with Alignment principle (with institutional mission of providing access by expanding) 	All	
	<ul style="list-style-type: none"> Recognize and support the greater good of UW Bothell’s value to the community Group represented: General Faculty Organization 	<ul style="list-style-type: none"> Clarify how these principles are administered, how incentivized/penalized Assess recognition by re-evaluating Faculty Code Assess value to community as a mutual relationship of reciprocity, or via Carnegie guidelines 		

	Topic	Discussion	Recommendations/ Follow-up	Person Responsible
	<ul style="list-style-type: none"> • Demonstrate a UW Bothell-first, rather than School/Unit-first, approach to planning activities • Group represented: Council of Academic Deans • Ex. Joint courses 	<ul style="list-style-type: none"> • Prompt buy-in and manage implementation of cross-unit initiatives • Vetting of planning activities needs to be rigorous • Clarify role of Vice Chancellor in facilitating resource conversation • Who has power to veto? • How do we really demonstrate collaboration? • How to create transparency around “Bothell-first” so morale is not affected in Schools/Units 		
	<ul style="list-style-type: none"> • Optimize programs and services • Group represented: School/FYPP • Ex. Timetable scheduling 	<ul style="list-style-type: none"> • Verify whether there is value added and prioritize programs and services • Develop a process flow chart for each • Identify interdependencies via charts • Measure processes such as time spent by staff/faculty on budget, student satisfaction, time to degree • Fits with Align principle 		
	<ul style="list-style-type: none"> • Recognize and support the greater good of UW Bothell’s value to the community • Group represented: Council of Academic Deans 	<ul style="list-style-type: none"> • Mission not changing, but strategic goals will • Goals should be set with achievable targets, with reasoning to support them • Must be clear so Deans can properly interpret 		
	<ul style="list-style-type: none"> • Leadership discussion 	<ul style="list-style-type: none"> • Need to create a culture of Bothell-first and accountability • Need conversation about roles and collaboration 		
	<p>Discuss Budget Review Process – See updated version</p> <ul style="list-style-type: none"> • Draft Budget Calendar • What works? • What is missing? • What is confusing/needs definition? 	<ul style="list-style-type: none"> • Calendar fiscal year • Intersects with funding decisions in budget approval processes 		

Next Meeting: February 28, 2018 – 11 AM – 12:30 PM in Husky Hall 1160