

**Presidential Task Force:
Sustaining the Academic Priorities at StFX
February 18, 2014
Coady 265, 4-8pm**

Present: Leslie MacLaren (Chair), Jeff Orr, Janice Landry, Shannon Morell, Helen MacGregor, Leo MacPherson, Tara Callaghan, Yvon Grenier, Tim Hynes, Richard Nemesvari, Taylor Mason, Lynne Murphy, Lisa Lunney Borden, Rachel Hurst, Keith De’Bell, Jacques Boucher, Robert Van den Hoogen, Charmaine McPherson, Denton Anthony, Peter Poole, Bob Hale, Dave Risk, Daniel McKenna

Staff: Gina Sampson, Candice Finbow

1. Welcome new members

- 1.1. Members welcomed Bob Hale, Interim Head Student Services, and Peter Poole and Dave Risk, elected representatives from the Faculty of Science.

2. Approval of notes from last meeting

- 2.1. Notes from the January 21 meeting were approved will be posted on the website.

3. Feedback from consultation sessions

- 3.1. Members discussed feedback from recent campus consultation sessions.
- 3.2. There continues to be a lack of clarity in the campus community about the goals of this process. Many people see it exclusively as a cost cutting exercise. There is also a lack of clarity about what will happen to the recommendations once they have been sent to the Board. Options for more effective communications were discussed.
- 3.3. There is confusion about how to separate reporting at the departmental level from reporting at the program level. Staff will clarify language in the question templates.
- 3.4. Adjustments will be made to word limits based on feedback from the pilots.
- 3.5. More explanations and definitions for specific data tables are needed.
- 3.6. Some departments are beginning to frame responses based on draft template questions in anticipation of the process to come.

4. Current Timeline

- 4.1. Members discussed current status of revisions to both question templates. The ASAP template has gone to the pilot groups and the goal is to have the Academic template begin piloting in the next week.
- 4.2. Staff continue to work on compiling all of the centrally provided data required for the Academic programs.

5. Establish policies and protocols

- 5.1. Members discussed and approved the following policies and protocols: Conflict of interest; Guidelines for author consultation and signing off authority; Guidelines for staff assisting authors; Guidelines for requesting additional information
- 5.2. The approved texts are provided in the accompanying PowerPoint. Information will also be posted on the Task Force website and in the “Guidelines for Completing Reports” documents.

6. Quintile language

- 6.1. Members reviewed various approaches to framing the recommendations for action in the Task Force's final report to the Board of Governors.
- 6.2. Members discussed possible options for quintile categories and the implications of these options at the implementation stage.
- 6.3. No decisions were made; members and staff will consider options and discuss further at next meeting.

7. Methodology

- 7.1. Members agreed that it is crucial to develop a methodology for rating reports that is reliable and that demonstrates the Task Force's commitment to fairness and transparency.
- 7.2. Members discussed the various implications of scoring reports at the individual, small team and/or whole group level.
- 7.3. No decisions were made on any components of the discussion; members and staff will consider options and discuss further at next meeting.

8. Next steps

- 8.1. Task force staff will focus on completion of both templates and the preparations to launch the data collection phase.
- 8.2. If possible, the Task Force will delay meeting until this phase of the process is completed.