



The Five Task Forces will be focused on:

1. Research Excellence
2. Long Term Sustainability
3. Reputation and Visibility
4. Service to the State
5. Higher Education Role

The Task Forces will have through the end of October to complete their work.

Task Force Members are listed below:

	Res Excellence	LT Sustainability	Rep & Visibility	Service to State	Higher Ed Role
Team Ldr	Vic Etyemezian	Bill Dippel	Kumud Acharya	Lynn Fenstermaker	Rina Schumer
DHS	Joe McConnell	Jenny Chapman	(Kumud)	Alan McKay	Greg Pohll
DAS	Chris Moore	Johann Engelbrecht	Morien Roberts	Amber Broch	Mark Green
DEES	Jay Arnone	Nick Lancaster	Dave Rhode	(Lynn)	Tom Bullard
Admin	Peter Ross	Greg Morgan	Catherine Schell	Kimothy Smith	Amelia Gulling
Fac Sen	Joe Grzymiski	Dana Trimble	Alex Lutz	Justin Huntington	(Rina)
TAC	Vicki Hall	Monique Edwards	Dana Sharitz	Cheryl Collins	Kelsey Carter
GRAD	Katie Willever	Steve Gronstal	Kathy Bywaters	Steve Bacon	Megan Johnson
DRIF	Roger Wittenberg	Chuck Creigh	Tom Gallagher	Joe Guild	Mark Bruce
Exec Res	Alan Gertler	Ellie Oppenheim	Jim Thomas	Greg Bortolin	Chris Fritsen
Facilitator					Ileana Vassiliou

General guidelines for each Task Force -

Team Leaders - each team leaders will:

- Call and conduct task force meetings
- Provide focus and direction to their team
- Ensure productive use of the team members' time
- Maintain communication with their Executive Resource Person.
- Meet with and brief the Executive Resource Person at least monthly. (The Team Leader and Executive Resource Person for each task force should maintain regular communication.)
- Prepare a brief one-page update outlining their committee's progress at least every 30 days. This update will be circulated to the other Task Force Leaders and to senior staff to insure all task force participants are kept updated.

Executive Resource Person - *each team has an Executive Resource Person who will:*

- Support their Task Force's efforts
- Be available to assist (either formally or informally) as their Task Force develops their strategy and related action plan.

Team Members - *All teams will consist of a team leader plus one representative from each of the four divisions (DHS, DAS, DEES, ADMIN), Faculty Senate, TAC, GRAD and the DRI Foundation. The designated representatives are expected to:*

- Care about the subject area
- Have the ability to set aside their personal agenda and be willing to work towards the best interest of the institution
- Be good team players and members
- Be able to put forth their opinions in a non-confrontational manner
- Have good interpersonal skills
- Be willing to serve and communicate with the group they are representing throughout the project so that there are no big surprises at the end
- Be generally available to work on this project from now through the end of October.

Work Plan - *Each Task Force will be expected to work as a group, and if they so choose they may use subgroups. They will be free to talk with others not on their team. They are expected to:*

1. Refine and submit final wording for the critical objective they have been assigned
2. Identify a maximum of 3 strategies to pursue (within the next 3 to 5 years) to achieve the critical objective
3. Define no more than 3 specific doable tactics (for each strategy) that can be accomplished in 3-5 years which will further attainment of the critical objective
4. Establish metrics (and the current baseline) by which progress can be measured in attainment of the specific critical objective

Key Milestones:

- Each Task Force is to prepare a report by the end of October that includes items 1 through 4 in the work plan listed above.
- If assistance from other DRI personnel, a facilitator or other outside resources are required, or the Team Leader needs someone to "run interference", they should contact their Executive Resource Person right away for assistance.

Posted by Jennifer Baro

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