4. **Review and approve meeting notes from April 19, 2013 meeting**

2. **Rubrics**
   a. **Criterion #1 – Alignment with SSCs and ILOs**
      i. There was discussion about the weighting and the campus feedback regarding the weighting.
      ii. There was discussion about collapsing the ILO criterion with the Quality criterion, including what would happen to the SSCs.
         1. There was a motion to combine criteria 1 and 3.
            a. Twelve members voted in favor of combining criteria 1 and 3, which were not enough for passage.
            b. The group concluded to wait on amendments to the template until the comment period had closed.
      iii. There was a suggestion that the group think about what the exemplars are to earn a 4 on the ILO rubric. The group was asked to submit their ideas to Michael Lee by Wednesday.
      iv. There was a motion to remove the “achievement” language from the rubrics in the ILOs before the rubrics go out for comment.
         1. There was no disagreement with the suggestion but the subcommittee will work on the language to adjust.
   b. **Criterion #2 – Demand**
      i. Includes a rubric with a score range of 0-3.
   c. **Criterion #3 – Quality**
      i. See criterion #1 discussion.
   d. **Criterion #4 – Cost and Productivity**
      i. Another rubric was added.
      ii. There was discussion about using qualitative terms, such as “significantly” in the rubric.
      iii. There was much discussion about charting the 5 year trend. There was a suggestion to use the yearly average increase/decrease instead. It is also possible to use arithmetic/geometric growth. The narratives can be used to explain any trend. The subcommittee has the changes and will get the revisions done by Tuesday.

3. **Schedule**
a. The goal is to complete the rubrics this week and issue them for campus comment.
b. The initial comment period will soon be over and it is the hope that next week, the task group can begin addressing comments.
c. It was reported that the President approved the modified schedule for the project.
d. Members will continue to see release time or stipends for the fall quarter.