1) **Review notes from 4/15/2013 meeting**
   a. The meeting notes from 4/15 were affirmed by the task group as presented.

2) **Campus Comments**
   a. Comments submitted thus far were reviewed by the group, but discussion will be held until the comment period is completed.
   b. During the meeting with the Advancement division, several suggestions were made for clarifying language. Additionally, that group has asked to use 12-13 numbers since the division was significantly re-organized starting in 2012-13 and allocating resources across services would be more difficult using 11-12 numbers.

3) **Scoring and Weighting**
   a. Relative Importance of Service
      i. The task group addressed weighting of the items within this criterion.
      ii. The rubric for question #2 does not allow for a service to have both direct and indirect impacts.
         1. The subcommittee for this criterion will develop and propose an alternative rubric.
      iii. There was discussion about the question on mandated services and whether that ought to be separated from the other prompts under the “importance” criterion.
         1. Services that are mandated will still be reviewed by the group since efficiencies or modifications might be suggested.
         2. **This question will be removed from the category of “importance” and be considered first.**
      iv. The group discussed doubling the weights for some of the questions but decided to leave the weighting the same for all questions.
   v. There was discussion about creating a cutoff point for the score for importance to determine whether a service moved forward for further review or not.
      a. The group voted on whether or not to have a cutoff, where any service below the cutoff would not be considered in the remainder of the evaluation. Six task group members voted in favor of a cutoff which
was not sufficient to move forward. Further discussion will take place at the next meeting.

4) **Timing**
   a. A revised schedule was reviewed with the group. The new schedule would have the review of reports being concluded in the fall quarter. Meetings during the summer have not been decided. There was no significant problem with this reviewed calendar. The calendar is being presented to the president for his concurrence.

5) **Customer Satisfaction Survey (Optional)**