## Agenda:

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<th>Discussion</th>
<th>Recommendations/ Follow-up</th>
<th>Person Responsible</th>
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<tr>
<td><strong>Welcome</strong></td>
<td>- Introduction: OD Specialist Sheri Willis</td>
<td>- Along with Jeff Potter (Analyst), Sheri will support the RCM rollout</td>
<td>Ruth Johnston, Sandeep Krishnamurthy</td>
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<td><strong>Agree on Modified Collaboration Principles</strong></td>
<td>Modified from 11/15 Draft: 1. Align with institutional mission and goals 2. Demonstrate a UW Bothell-first, rather than School/Unit-first, approach to planning activities 3. Optimize programs and services 4. Recognize and support the greater good of UW Bothell’s value to the community 5. Use evidence to make decisions, assess results and make improvements</td>
<td>- Change “values” to principles - Add mission to first principle</td>
<td>PDP unanimously voted to adopt principles; to be reviewed by CAD etc.</td>
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<td><strong>Accountabilities Table Discussion</strong></td>
<td>- Venues for use</td>
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| How principles could be applied | - Important to create clear communication pathways between groups in order to exercise principles  
   - Inquiry: ask who needs to be consulted  
   - Need to develop criteria for some of the principles  
   - Note and rationalize when principles are more salient than others  
   - Use principles to develop process  
   - Use to frame decisions, conversations, ask questions  
   - Use in annual reporting and charge letters/activity scopes  
   - Use to frame decision making/resources around curriculum  
   - Use to communicate decisions  
   - Performance management | | |
| How conflicts/concerns can be resolved | - Need clear decision-making rules  
   - By bringing people together using principles  
   - Build into culture by consistently reviewing principles in every meeting/venue  
   - Use principles to communicate the outcome of a post-escalation process  
   - There is a possible discrepancy between principles 2 & 3: if the institution is given primacy over Schools/Units, there is a possibility of conflict between programs run by Schools if the institution’s missions/values were to change. Need to ensure equity between schools that are running these programs if the mission/values change  
   - At UWB, propose an Advisory Council to the Chancellor that will promote accountability to principles: small council consisting of faculty, staff and students  
   - At UW Seattle, seek Ombud or Conciliation Board if needed | | |
| P2I Update                    | - Power BI UWB Faculty Metrics Dashboard  
   - Power BI Desktop (not to be confused with the web app) must be installed first via UWBIT software request form before files on PDP SharePoint can be accessed  
   - Not Mac compatible | Download Power BI Desktop | PDP |
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|       | • Grew out of Faculty Composition Metrics  
• Available data: FTE-based and SCH-based institutional rollup and unit level data  
• Fee-based and divisional level data not available yet  
• FTE are agnostic of what payment is for, but inclusive of GOF and DOF  
• One benefit: can track actuals against goals  
• Accounting practices affect the data actuals; current issue is reconciliation at end of year for state-based/fee-based  
• Can view distribution  
• Can also view raw/underlying data  
• Data is exportable | | |
|       | • Curriculum Planning Tool – Version 2  
• IR has worked closely with Schools/P2I to improve the tool  
• Can use Power BI data to input into curriculum planning tool  
• FYPP’s data will populate other schools’ plans  
• Can view projected student FTE/Faculty ratio when changing faculty composition i.e. test out different scenarios | | |

**Next Meeting:** January 31, 2018, 11 AM – 12:30 PM, DISC 464