

Best Practices Subcommittee Meeting Minutes
February 16, 2023 @ 11:30am
Zoom conference meeting

Attendance: SusanMary Redinger, Sharlene Cronin

The meeting was called to order at 11:31am.

Cronin and Redinger review progress made on the self-evaluation rewrites. Members discussed the meaning of the four ranking categories:

- Red = Not meeting the criteria, all fails
- Yellow = Doing something but needs improvement
- Green = Minimal acceptable, it's a pass
- Blue = Has longevity and is an exemplar, has become a reliable system/process

Members then discussed and agreed to keep going with multiple sub-criteria within a rubric criteria, but during the peer review, we will keep an eye on whether these sub-criteria need to be disaggregated.

Minutes were approved as presented for Dec 9, Jan 20 and Feb 8.

During Other Business, members discussed future topics to tackle, including best practices for engaging with shared drives.

The next subcommittee meeting will be March 1st @ 9:30am.

The meeting adjourned without objection at 12:09pm.