Open Access Task Force

Ground Rules

What we (the co-chairs) commit to you:

• To keep meetings on time, and the task force work on schedule
• To keep you informed as to where we are in the process
• To make sure public meeting minutes are available promptly online at [1]
• To make sure all other materials are available on the Sakai site
• To synthesize the input from the task force as faithfully as we can
• To respect your time and effort
• To respect differing opinions
• To be responsive to questions and concerns arising about the process

What we ask of you:

• To attend the meetings
• If you can’t, please keep up with the minutes
• If you don’t make any of the meetings this spring, we may seek a replacement this fall
• Be informed of the issues
• Stay focused on the issues regarding the policy at hand
• Be respectful of others opinions, time and effort
• Provide prompt and constructive feedback on drafts
• Convey the outcomes of this task force to your colleagues, particularly at faculty meetings in the Fall
• Bring your questions/concerns to us about the process if you see issues requiring clarification or modification