



ACADEMIC PLANNING AND BUDGET COMMITTEE

Minutes

August 24, 2026

10:00 AM – 11:00 AM

Virtual – ZOOM

1. Attendance:

- a. Members: Kim Dunn (Chair), Meredith Mountford, Sharon Darling, Ramesh Teegavarapu, Fred Hoffman, Stacie Rossow and Ken Dawson-Scully
- b. Guest(s): James Capp, Iselgis Garcia, Marie Claire DeMassi

2. Call to order at 10:04 AM by chair, Dr. Kim Dunn.

3. Approval of the APBC Minutes from [April 6, 2026](#) meeting.

4. SPOTs

The committee resumed discussion of SPOT evaluations, including long-standing and ongoing concerns regarding the SPOT system and its use across the institution.

Discussion included:

- Low and inconsistent response rates
- SPOT administration window and timing considerations
- Validity of the instrument and what SPOT measures
- Differences in how SPOT results are used across departments in evaluative processes
- Ongoing concerns regarding bias and interpretation of results

The committee noted that while improvements have been observed in response rates through system enhancements (including single sign-on), response rates remain low. The committee would like more information on response rates across course modalities and delivery formats.

Provost Summary of SPOT Focus Areas

During the discussion, the Provost summarized SPOT-related concerns into six key institutional focus areas:

1. Response rates
2. Question alignment and instrument design (including scale alignment between Questions 1–5 and Question 6)
3. Use of SPOT data in evaluation processes

4. Validity and reliability of the SPOT instrument
5. Bias and interpretation of results
6. System, access, and administration structure (including platform and usability considerations)

SPOT System Context (Workday Student Discussion)

The committee noted that broader institutional feasibility discussions regarding a potential transition to Workday Student and related systems modernization efforts may have future implications for SPOT administration and vendor/system integration.

SPOT Subgroups

Two subgroups were established:

1. SPOT Education Campaign Subgroup (Sharon Darling, Stacie Rossow and Ramesh Teegavarapu)

Charged with developing recommendations for improving student awareness and participation, including communication strategies (Canvas messaging, video, and institutional outreach).

2. SPOT Instrument Review Subgroup (Kim Dunn, Meredith Mountford, and Fred Hoffman; James Capp for support)

Charged with reviewing peer and SUS institution SPOT instruments and evaluating:

- Review of SPOT questions used by other institutions
- Question alignment and possible revisions

Potential recommendation of minor adjustments or broader revision The provost was asked to explore options for creating more consistency in use of SPOT results in evaluation processes.

Additional Committee Discussion on SPOT

The committee also discussed:

- Alignment of Question 6 with Questions 1–5
- Whether Question 6 reflects overall instructional effectiveness
- Peer institution comparison of SPOT instruments
- Variability in how SPOT results are applied in evaluations

Action Items

- Develop SPOT education campaign recommendations
- Review SPOT instruments from peer and SUS institutions
- Evaluate alignment and scaling consistency of SPOT questions
- Review consistency of SPOT use across academic units
- Continue monitoring SPOT response rates and system improvements
- James will connect with Jason Ball regarding SPOT/system-related feasibility and report back to the committee at a future meeting
- Report subgroup findings and recommendations to APB at the **9/28** meeting

5. AI + X Follow Ups

The Provost provided a brief update on ongoing institutional discussions regarding artificial intelligence governance, including anticipated Board of Governors considerations related to AI expectations in syllabi and student/faculty use.

It was noted that AI-related recommendations are moving through the established governance process, including review by UUPC, UGPC, Steering, and Senate committees, and that APB will continue to receive updates as materials are advanced.

6. Meeting adjourned at 11:00 AM.