

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

[1] <http://faccoun.unc.edu/committees-2/ad-hoc-committees/open-access-task-force/>