

Task Force on NCUC Procedural Rules- Planning Meeting

February 7, 2017 14.00 UTC

Meeting Agenda

- My email schedule
- Introduction to the Task Force
- Timeline
- Selection of Processes
- AOB

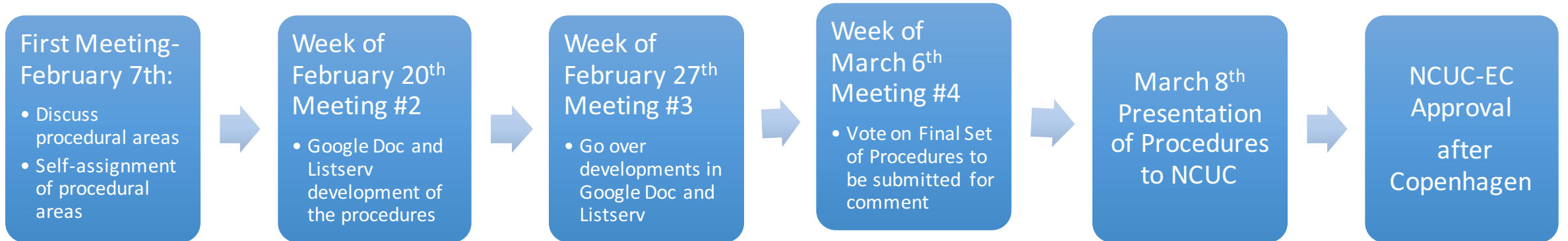
My Email Schedule

- I send and respond to emails:
 - Tuesday- Friday
 - 13.00-17.00 UTC
 - 03.00-05.00 UTC
- If you need to get in contact with me outside of those hours please put '[URGENT]' in the subject line
- I will try to respond in 8-12hours of the email being received if it is directly sent to me
- Task Force Update emails will be sent weekly on Wednesdays between 13.00-17.00 UTC

Introduction to the Task Force

- Scheduling
- Meetings
- Participation
- Self-Assignments (1-3)

Task Force Timeline



Processes

- Appointments and Voting Process (Anna,)
- Treasurer Reporting Process
- Trip Selection Process
- Rules for Policy Statements and Public Comments (Rafik, James?)
- Sending and Replying to Emails
- Outreach Events
- Timeline and Meeting Schedule (Anna,)
- Other Processes?

AOB and Planning for Next Meeting

- Next meeting will be on Tuesday 21 February, 2017 at 13.00 UTC
- List reminder and call for participation on the Google Doc will go out on:
 - Wednesdays between 13.00-17.00 UTC
- By next meeting please have a (very) rough draft of the procedures in your selected area. I will follow up with you before the meeting to check-in