

Trenholm State Technical x Webmail x

modmail.trenholmstate.edu/webmail/Inbox.aspx

Home - Welcome to... kscott@trenholmstate.edu

Check Mail Contacts Folders Settings Statistics Logoff

Used Space 3% of 88 MB

My Folders

- Inbox
- Quarantine
- Drafts
- Outbox
- Sent Items

Short Timeline for Forum Proposal Reviews

Print Trusted Blocked Delete Reply Reply to All Forward Previous Next Close

From: Association for Institutional Research [executivedirector@airweb.org] Full header
Sent: 11/20/2012 9:45:09 AM
To: kscott@trenholmstate.edu [kscott@trenholmstate.edu]
Cc:
Subject: Short Timeline for Forum Proposal Reviews
Attachments:

Dear Ken,

Thank you for serving as a reviewer for Forum proposals. You are one of 329 members who assisted with this task in one of two rounds (the second round is still open at this time), and did so under a tight timeline.

I have heard from two members that the seven day window of time for the review process was too short this year and suspect that more members share that sentiment. I agree that the timeline was too compressed. Let me share a few more details about this year's review process along with my sincere appreciation for the time you spent reviewing proposals.

During the prior two years, proposal reviewers had 11 days to complete their reviews and we planned for a similar timeline this year. When Hurricane Sandy impacted our members in the Northeast we adjusted the planned schedule and extended the deadline for proposal submissions. This meant we couldn't open the review process when originally planned. Adjusting the closing of the review process wasn't possible because the next step of the review process was already locked in. Unfortunately, we did a poor job of communicating this information.

It does not surprise me that nearly all reviewers got the job done anyway. Doing so gave our colleagues in the Northeast the opportunity to submit a proposal after electrical service was restored and more important matters handled. But AIR could have done more to ask for your assistance and forgiveness for the short review timeline. I apologize for failing to adequately communicate the change in plans.


The AIR staff and I were adjusting on the fly and trying to do right by all our members, but we didn't get this decision right. As Executive Director, I take seriously both the fair and courteous treatment of members and the opportunity to learn from how the review process was conducted this year.

In the future, we will build in more time so that we can handle an emergency, like Hurricane Sandy, without undue extra burden on volunteers like you. And we will communicate better when things come up so that you know our options for flexibility.

Please accept my apology for the short timeline that we operated under this year and my sincere thanks for your volunteer services.

Randy Swing
AIR Executive Director

forward subscribe unsubscribe



VIRCOM

Webmail - Google C... 7:08 AM