CUARL Digital Initiatives Task Force
FY2016 Work Plan Objectives
Quarterly Progress Report

Report Date: Friday, April 1, 2016
Task Group: CUARL Digital Initiatives Task Force
Prepared by: Amy Allen and Martha Parker

OBJECTIVE TITLE
First quarterly report to CUARL’s directors from CUARL-DITF

ACCOMPLISHMENTS THIS QUARTER
We have spent the first quarter of this year:
- Getting to know all of the members in this task force
  - One substitution was made in membership
  - Assessing current initiatives per institutions
  - Reviewing the assigned target activities
  - Crafting an execution plan

ACTIVITIES
- Held our first meeting, February 23, 2016 (meeting minutes attached)
- Established primary methods of communication as conference call and online
- Completed a survey and several spreadsheets to assist on future planning (survey results attached)

SIGNIFICANT PROGRESS THIS QUARTER
- We have established priorities for tasks
- We have a proposed plan of action and will start implementing our charge next quarter

QUARTERLY PROGRESS REPORT VARIANCES
We do not have any variances to report at this time.