



Meeting Information

Meeting Title: ATI Steering Committee Meeting
Location: WH-442
Meeting Called By: Committee Chair

Date: 02/11/2016
Time: 1:00 pm – 2:00 pm
Purpose: Review Initiatives

Attendees

Checkmark “√” or “X” indicates the attendee is present.

Attendee	Representing	√
Marci Payne	IT PMO, Chair	x
<i>TBD</i>	IT Academic Technology	
Bill Chang	IT Enterprise Applications	x
Garth Kwiecien	Contracts & Procurement	x
Patricia A. Wells	Student Disability Res Center	
Robert “Will” Crawford	Bookstore	x
Kate Esposito	Academic Affairs	
<i>TBD</i>	Faculty Affairs	
Brenda Knepper	Public Affairs	
Eva Alvarado	Human Resources	
Mitch Avila	Dean, CAH	
Kim McNutt	Dean, CEIE	
<i>Representative</i>	ASI	

Attendee	Representing	√
Jim Hill	Academic Senate Chair	
Naomi Moy	Faculty	
Wei Ma	Faculty	
Farah Fisher	Faculty	
Staff Support Team Members:		
JuLinda Holmes	Student Disability Res Center	x
Karrah Cunningham	Student Disability Res Center	x
Angel Covarrubias	Bookstore	
Reza Boroon	IT Academic Technology	x
Shon Lee	IT Web Team	x
Tak Yee Poon	IT Web Team	x

Agenda

#	Agenda Topic	Led By	Time Allotted
1	<ul style="list-style-type: none"> Welcome and Introductions 	Marci Payne	3 min.
2	<ul style="list-style-type: none"> Coded Memo AA-2015-22 (Revisions) Coded Memo AA-2013-03 (Original) Review ATI Plan for 15-16 Goals 	Marci Payne	25 min.
3	<ul style="list-style-type: none"> Next Meeting - 03/03/2016 from 1:00 pm – 2:00 pm 	Marci Payne	2 min.

Meeting Summary

Agenda Discussion and Decisions	
1	<ul style="list-style-type: none"> Welcome and Introductions

Agenda Discussion and Decisions	
2	<ul style="list-style-type: none"> • Coded Memo AA-2015-22 (Revisions) <ul style="list-style-type: none"> ○ Showed members where to find it on our ATI website to review • Coded Memo AA-2013-03 (Original) <ul style="list-style-type: none"> ○ Showed members where to find it on our ATI website to review • Review ATI Plan for 15-16 Goals <ul style="list-style-type: none"> ○ Handed out the ATI Plan Table of Contents (highlighted for 15-16 Plan by area) and assigned them the homework of meeting to determine the following and report their findings to the committee at the next meeting. <ul style="list-style-type: none"> ▪ Any barriers we need help on? ▪ Any changes or edits?
3	<ul style="list-style-type: none"> • Next Meeting- 03/03/2016 from 1:00 pm – 2:00 pm

Action Items

#	Action Item	Date Originated	Expected Completion	Status	Assigned To
1	Complete the ATI web portion of the Annual Report	10/09/2015	10/19/2015	Complete	Shon & Tak
2	Update the ATI Multi-year Plan	10/05/2015	11/13/2015	Complete	Marci
3	Submit the ATI Annual Report	10/05/2015	11/13/2015	Complete	Marci
4	Review ATI Plan for 15-16 Goals and determine the following: <ul style="list-style-type: none"> • Any barriers we need help on? • Any changes or edits? Report your findings to the committee at the next meeting.	02/11/2016	03/03/2016	In Progress	All Members