



ATI Steering Committee Meeting

Agenda & Meeting Summary

Meeting Information

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

Date: 09/18/2017
Time: 2:00 pm – 3:00 pm
Purpose: Begin Annual Report

Attendees

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

Attendee	Representing	√
Marci Payne	IT AVP, Chair	X
Reza Boroon	IT Academic Technology	X
Bill Chang	IT Enterprise Applications	
Sally Yassine	Contracts & Procurement	X
<i>TBD</i>	Student DisAbility Res Center	
Rick Dorsey	Bookstore	X
Jim Hill	Faculty Affairs	X
Amy Bentley-Smith	Public Affairs	X
Eva Alvarado	Human Resources	X
Mitch Avila	Dean, CAH	X
Lynda Wilson	CEIE	
<i>TBD</i>	ASI	

Attendee	Representing	√
Laura Talamante	Academic Senate Chair	X
Wei Ma	Faculty	X
Staff Support Team Members:		
Amanda Enriquez	Bookstore	X
Karrah Cunningham	Student DisAbility Res Center	
Steve Williams	DHTV	X
Kulong Cha	IT Web Team	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 	Marci Payne	2 min.
2	<ul style="list-style-type: none"> Review 2015-2016 Annual ATI Report: Executive Summary Assign groups for completing the 2015-2016 annual report (Due to CO 11/15) 	Marci Payne	50 min.
3	<ul style="list-style-type: none"> Discuss next meeting date: Monday, 10/2/2017 at 2:00-3:00 pm 	Marci Payne	3 min.

Meeting Summary

Agenda Discussion and Decisions	
1	<ul style="list-style-type: none"> Welcomed those in attendance
2	<ul style="list-style-type: none"> Review 2015-2016 Annual ATI Report: Executive Summary Assign groups for completing the 2015-2016 annual report (Due to CO 11/15) <ul style="list-style-type: none"> Instructional Media: <u>Reza</u>, Rick, Amanda, Jim, Laura, and Karrah Web Accessibility: Bill, Amy, Wei, Kulong, <u>Shon</u>, and Tak Procurement: <u>Sally</u>, Eva, Mitch, and Lynda
3	<ul style="list-style-type: none"> Next meeting date: Monday, 10/2/2017 at 2:00-3:00 pm

Action Items

#	Action Item	Date Originated	Expected Completion	Status	Assigned To
1	Assign working groups to complete the annual review	09/18/2016	11/03/2016	Assigned	Groups
2					
3					
4					