AGENDA

January 25, 2017
1 p.m. – 3 p.m.
Gene Bianchi Community Center
110 South Second Avenue, Oakdale, CA

1. **Action Review – Jane Harmon**

2. Human Resources Update – Gina Leguria
   a. Student network access
   b. Late evaluations
   c. Job Descriptions
   d. EEO training video
   e. Equity monitors for recruitment
   f. Negotiations
   g. Wellness Fair (March)
   h. FUN committee (May)
   i. International Festival (October)

3. Video Production Projects – **FYI Only** – Coni Chavez
   a. **MJC**
      i. GVM – Central Valley Habitats Exhibit
      ii. DSPS Series
      iii. Athletics Promo Video
      iv. Theatre Dept Promo Video
      v. Campus Virtual Tour
      vi. Student Life Promo Video
      vii. Fire Academy
   b. **Columbia College**
      i. ConnectColumbia Tutorial
      ii. Graduation
      iii. Love is Louder
      iv. Mental Health PSAs
   c. **In Support of Both Colleges Collaboratively**
      i. Title IX Series (10 in all)
      ii. Galaxy Theater Promo
      iii. Staff Recognition Dinner Retiree Videos

☆ Attachments
4. IT Update – *Dan Duffy*
   a. Update of key IT Projects
   b. Update IT Service Desk Redesign
   c. Update on District Reporting Tool suite (Cognos, Crystal, CROA, etc)
   d. Update on District Technology Advisory Committee
   e. Notifications of Student-employee system access

5. Fiscal Services – *Teresa Scott*
   a. 2017-2018 Budget Proposal
   b. FTES Update

6. Other Business

7. **Next Meeting:** February 22 - 1 p.m. at Gene Bianchi Community Center, Oakdale
<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
<th>COMPLETED</th>
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<tbody>
<tr>
<td><strong>Items from August 6, 2015 meeting</strong></td>
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<td>1 Org Charts</td>
<td>Link staffing to organizational charts and consolidating the use of short term contracts. Program demo completed. Gina Leguria and Marty Gang worked with Lucy Munoz and Jennifer Ahlswede to learn org chart software and review data to ensure accuracy. Moving forward, organizational charts can be printed for accreditation purposes, need 2-3 weeks lead notice.</td>
<td>Gina Leguria</td>
<td>Ongoing</td>
<td>COMPLETE</td>
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| **Items from April 22, 2015 meeting** | | | | |
| 2 Title IX | Title IX Board Policies are in place. Title IX training videos for staff and students are completed. The program is in place. October 2016: Plan and workgroup meetings are scheduled for November. In-house videos are completed and In2vate program training modules are available. | John Black | Ongoing | COMPLETE |

<p>| <strong>Items from January 27, 2016 meeting</strong> | | | | |
| 3 CROA Implementation | Replace Crystal Reports with the new CROA system, review existing Crystal Reports, and convert necessary reports into the new system. CROA on hold, at this time. | Dan Duffy | Ongoing | On Hold |
| 4 SQL Conversion | Migrate the current Oracle database system to Microsoft SQL. Conversion scheduled for November 23-25, 2016. | Dan Duffy | Ongoing | In Progress |
| 5 Online Forms and Travel Request Form Workflow | Identify, obtain and implement a single online forms systems that is user friendly and does not always require ITS programmers to complete or alter a form. March 2016: Implementation for SysAid (IT job ticketing/tracking tool) expected around April 20, 2016. While this tool is being deployed for IT, it can be used for | Dan Duffy and Sarah Schrader, Trevor Stewart, Al Alt, Sarah Schrader (and Mary Bylsma) | Ongoing | In Progress |</p>
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<td>other processes, i.e., Request to Announce, if there is interest.</td>
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<td>October 2016: Combine Online Forms and Travel Request Form workflow action items; seeking efficient workflow. One meeting has been held; a pilot program is being conducted which includes the request to announce.</td>
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<td>Items from March 23, 2016 meeting</td>
<td>6 Blackboard Connect Emergency Communications Tool</td>
<td>This tool would replace AlertU with more features but need to find funding to cover the additional costs. Send cost comparison for a Chancellor’s Cabinet discussion.</td>
<td>John Black</td>
<td>Ongoing</td>
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<td>Items from October 26, 2016 meeting</td>
<td>7 Investigations Training</td>
<td>Provide two discipline investigations and Title IX trainings; one training for Deans and above and a second training for Leadership Team.</td>
<td>Gina Leguria</td>
<td>December 2016/January 2017</td>
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