

## Meeting Notes

### **Attendees**

Michael Garrity, Joe Klinger, Kurian Tharakunnel, and Derrelle Carter.

### **Committee Updates**

**Strategic Enrollment Management (SEM) (J. Rubalcaba):** Not Present

**Business and Facilities (G. Abezetian):** Not Present

### **Diversity**

**Technology Rep (M. Jason):** Report given by Michael Garrity in Mark Jason's absence. Student financial aid module has gone live. "Parchment" has replaced "Clearing House" as the new transcript partner. This new company allows students to request either paper or electronic transcripts whereas the previous company only did paper. Hardware for colleague has been purchased to be installed in the next month.

**Human Resources (J. Klinger):** Joe Klinger reported that the open enrollment packet for the upcoming benefit will be sent out next week. Open change for life insurance ended last month. Currently discussing the best way to introduce new hires to the community.

**Student Affairs Rep (Deborah Baness King (Interim)):** Not Present

**Academic Affairs Rep (Debra Baker (Interim)):** Not Present

**Action Champion Members (K. Tharakunnel):** Kurian Tharakunnel reported that the data sharing agreement with ISES needs to be signed. Training for that to come. Graduate success report with data will be available by next year.

### **Old Business**

- N/A

### **New Business**

- Performance standard discussion for next meeting
  - Joe will send an email for review
- Process documentation for portal

- “How to”, forms, etc. will become available online

### **Announcements**

- None

**Adjourn:** Meeting adjourned at 3:08 pm