

# Operational Assembly Report September 2018

# **Meeting Notes**

## **Attendees**

Jessica Rubalcaba, Michael Garrity, Joe Klinger, Kurian Tharakunnel and Garrick Abezetian

# **Committee Updates**

Strategic Enrollment Management (SEM) (J. Rubalcaba): No Report

**Business and Facilities (G. Abezetian):** No Report

**Diversity** 

Technology Rep (M. Jason): Not Present

Human Resources (J. Klinger): No Report

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

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

**Action Champion Members (K. Tharakunnel):** No Report

### **Old Business**

• Updated meeting schedule to 1st Wednesday of each month

## **New Business**

- Review 2019 Purpose statement Purpose statement to remain unchanged for 2019.
- Review 2019 Goals New goals discussed and to be submitted for approval.
  - To assist in the following projects on campus:
    - H.R. Review of Performance standards
    - Process documentation to be placed on staff portal
    - Campus Rollout of Colleague interface UI 5

#### **Announcements**

• Sense Survey to be administered during September

Adjourn: Meeting adjourned at 3:11 pm