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| --- | --- |
| AGENDA/MINUTES | |
| Team Name | BTAC |
| Date | 12/13/18 |
| Time | 3:30 p.m. – 4:30 p.m. |
| Location | A113 |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Facilitator | | Michelle Kaiser | | | | | Recorder | Brooke Cook | | | |
| Team members | | | | | | | | | | Present X  Absent O | |
|  | Brenda Brack | |  | Renee Demel |  | Diane Engle | | |  | | Cristi Gale |
|  | Michael Halbleib | |  | Michelle Kaiser |  | Randy Klinger | | |  | | Claudia Mather |
|  | Todd Mobray | |  | Todd Moore |  | Amy Oelke | | |  | | Myrna Perkins |
|  | Erin Renard | |  | Kurtis Teal |  |  | | |  | |  |
| Guests | | | | | | | | | | | |
|  |  | |  |  |  |  | | |  | |  |
|  |  | |  |  |  |  | | |  | |  |
| New Business | | | | | | | | | | | Reporter |
| 1. Call to order and Agenda bash 2. Introductions 3. Approval of last meeting minutes 4. New Portal – 5. Banner into the ECloud 6. Cyber Security Training – 7. Banner – Banner 9 Self Service 8. BOL Software – Examity update 9. Ellucian Ethos Identity 10. Internal Website update – Muse no longer supported as of December 21, 2018 11. Meeting in Jan and Feb – Will look at meeting times in Jan and Feb due to scheduling conflicts | | | | | | | | | | |  |
| Old Business | | | | | | | | | | | Reporter |
| 1. Classroom Planning Update 2. O365 Upgrade for Employees – Update 3. O365 Upgrade for Students – Update 4. Password Manager – Last report using Dashlane, only works for web passwords, not local applications 5. Strategic Plan update on IT projects | | | | | | | | | | |  |
| Action Items | | | | | | | | | | | Reporter |
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**ENDS:**

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| ESSENTIAL SKILLS | REGIONAL WORKFORCE NEEDS |
| WORK PREPAREDNESS | BARTON SERVICES AND REGIONAL LOCATIONS |
| ACADEMIC ADVANCEMENT | STRATEGIC PLAN |
| “BARTON EXPERIENCE” | CONTINGENCY PLANNING |



***Barton Core Priorities/Strategic Plan Goals***

|  |  |
| --- | --- |
| **Drive Student Success** | **Emphasize Institutional Effectiveness** |
| *1. Improve Student Success and Completion* | *6. Develop, enhance, and align business processes* |
| *2. Enhance the Quality of Teaching and Learning* | *7. Provide a welcoming and safe environment* |
|  |  |
| **Cultivate Community Engagement** | **Optimize Employee Experience** |
| *3. Cultivate and Strengthen Partnerships* | *8. Support a diverse culture in which employees are engaged and productive* |
| *4. Reinforce Public Recognition of Barton Community College* |  |
| *5. Provide Cultural and Learning Experiences for the community* |  |