

Administrative Applications Committee Meeting

Agenda

January 18, 2010
9:00 a.m. – 11:00 p.m.
District Annex – Conference Room 1

Membership

- Cheryl Marshall
- Marie Mestas
- Joe Cabrales
- Nancy Davis
- Kathy Wilson
- Patrice Hollis
- James Smith
- Robert McAtee
- Dio Shipp
- Penny Ongoco
- Kaylee Hrisoulas
- Everett Garnick
- CHC Researcher
- SBVC Faculty

Other Attendees

TOPIC	DISCUSSION NOTES
1. Committee charter review (review of organizational bullet points)	
2. Meeting standards adoption (rules for meetings)	
3. Overview of DCS Projects currently in progress (status report). Discussion of current project management and prioritization environment.	
4. Brainstorm criteria for prioritization (what criteria do we want to base our prioritization on?) Ideas: Federal/State mandates, ROI, Cost, customer service improvements, size, etc. Hint: Each criteria must have a defined way to calculate it.	
5. Standards of system acquisition, implementation and management (Discussion- if time allows)	
6.	
7.	

To Do Items

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____