The February 8, 2018 MIS meeting began promptly at 8:30a.m. at the District Annex Conference Room 3 with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:**  *Jun Xiang, Dianna Jones, Samantha Sarabia, \*Yancie Carter, \*Kristina Heilgeist, \*Artour Aslanian, \*Christopher Crew.*

1. **MIS – Spring 2018 Timeline**

Samantha reviewed the proposed Spring 2018 with the present Committee members. Samantha also explained that another email would be sent out after this meeting to all MIS Committee members and other interested parties containing a descriptive explanation of set deadlines and the Spring 2018 timeline.

1. **OEAG –** One Time Emergency Aid Grant setup – Completed

The Committee was notified that the FA directors at each college requested that the OEAG

award be setup and made available for students for the Spring 2018 term. The Committee was

notified that the OEAG award is now available in the R18 Live environment for FA staff to

award to students.

1. **Miscellaneous**

The Committee was asked if changing the MIS Executive Committee Meeting from bi-weekly to monthly would be more conducive to their work schedules. The Committee members present stated that the bi-weekly meetings should remain as is.

The February 8, 2018 MIS Executive Committee meeting adjourned at 8:37am.

The next regularly scheduled MIS Executive Committee meeting will be *Thursday, February 22nd, 2018* at 8:30am in District Annex Conference Room 3 and will also be available via CCC Confer.