

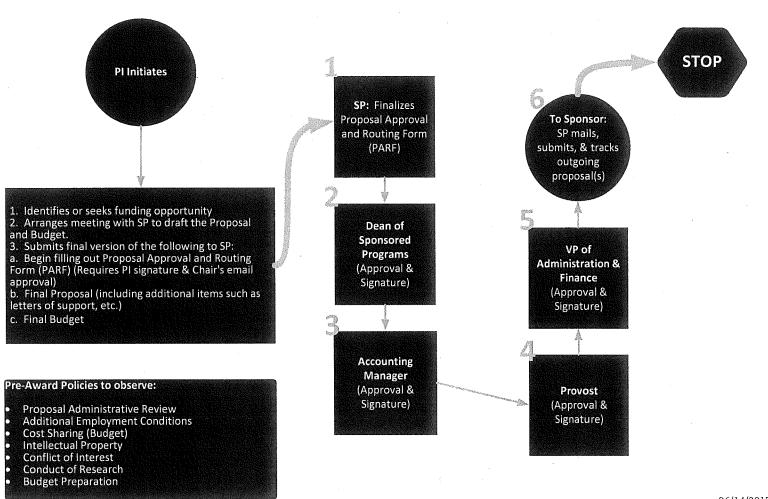
Minutes – June 15, 2017 10:30-12:00pm, Topp Room Provost Council

MEMBERS	Graham Benton, Veronica Boe, Tamra Donnelly, Ryan Dudley, Katie Hansen, Gary Moser, Priscilla Muha, Tom Nordenholz, Sue Opp, Sam Pecota, Peg Solveson, Cynthia Trevisan, Mike Kazek
ABSENT	Marc McGee, Michele Van Hoeck
GUESTS	Cabinet/Staff invited to 11:30 presentation, Jessica McGinley

1. Approve Minutes f	rom June 1, 2017
	Note updates to presentation schedule below
	Approved
2. Pre- and post-awar	rd processing (Boe)
	See attached slides
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3. Early Alert System	Lean Blitz (Donnelly/Hansen)
	See attached slides
4. Academic Affairs s	staffing (Opp)
	Julia Odom – New Registrar, August 1st
	Need to replace Alex Moorehead in Registrar's office
	Jessica McGinley going on maternity leave shortly
	Hiring a SoCal Recruiter
	Hiring a 2 nd University Advisor
	Replacing Margaret Arroyo
5. WASC Dates (Bent	on)
	 Self-Study: Draft Completed by end of Spring Term, 2018
	Off-Site Visit: (Teleconference with WASC team and campus Leadership):
	November 29, 2018
	• Visit: March 20-22, 2019
6. Simulators and Tra	aining Ship Golden Bear (Pecota)-time certain 11:30
	See attached slides

DATE	TIME	PRESENTER	TOPIC
June 1-PC	11:30-12:00		
June 8	11:30-12:00	Graham Benton	WASC 101
June 15-PC	11:30-12:00	Sam Pecota	Simulators and TS Golden Bear
June 22	11:30-12:00	Gary Moser	data topic
June 29-PC	11:30-12:00	Veronica Boe	Extended Learning and Sponsored Programs
July 6	11:30-12:00	Cynthia Trevisan	ASCSU
July 13-PC	11:30-12:00	Priscilla Muha	Financial Aid 101
July 20	11:30-12:00	Michele Van Hoeck	library topic
July 27-PC	11:30-12:00	Mike Kazek	National Licensure and STCW

Sponsored Programs Process Pre-Award



06/14/2017

Sponsored Programs Process Post-Award

Award Letter Received

IMPORTANT

SP must be notified of ALL awards received in order to complete the award acceptance process.

Acceptance of Award: SP reviews award and prepares the Award Acceptance Form (AAF) for routing and verifies all required documents are included and completed prior to routing.

Kick-off Email: SP sends email announcing award to PI, SP, A&F, AA, Dean, & Department Chair. This email is sent out once award is fully executed and signed. This email will also include any unique award T&Cs.

End of Award: SP communicates award close-out procedures & deadlines w/PI & A&F.

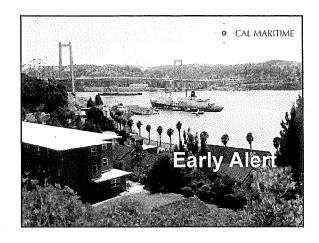
Throughout the performance period: SP & PI meet to review deliverables, program reporting, & agreement deadlines. PI & SP meet frequently to review expenditures/invoicing, fiscal reporting, & progress on deliverables.

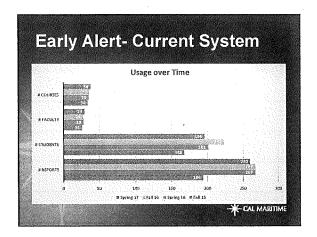
Account Set-Up: A&F & SP will setup the PeopleSoft Chartfield Code and prepare necessary award documents. SP and PI develop a check-in plan to review budget and update agreement if necessary.

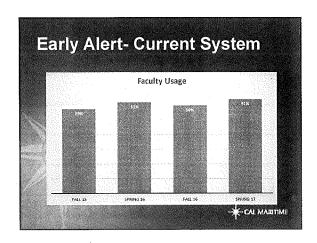
Post-Award Policies to observe:

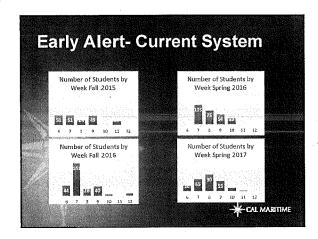
- Award Acceptance
- Account Management
- Fiscal Reporting

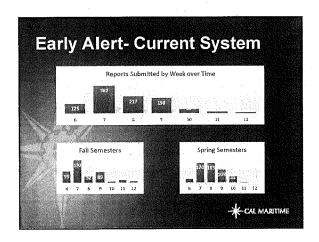
- Conflict of Interest Records Policy Cost Sharing (Monitoring)

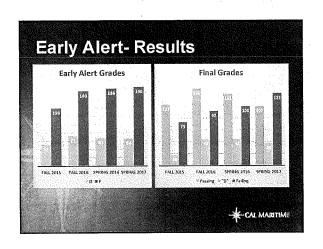


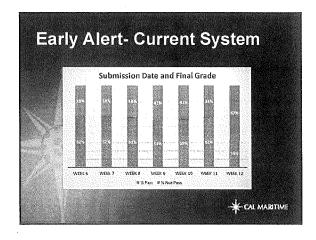












Early Alert- Lean Blitz	
• Interviews	
- Vineeta Dhillon (SEAS)	
— Mike Strange (Faculty)— Pat Harper (Administration)	
Participants Tamra Donnelly (Facilitator)	
— Katte Hansen (Advising)	
 Bryan Rooney (Athletics) Shari Smillanic-Villa (Student Records/ PSoft) 	
- Lafee Spinney (Residential Life)	
— IP Centerio (Student) — Matt Tener (SEAS)	
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	rly Alert- Recommendations
	Pilot PSoft Midterm Grades Report
	Training for support services staff
	Feedback and partnership with Faculty
	Two milestones- Weeks 7 and 10
	Tutors visit classrooms
200	Data Analysis
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Early Alert- Proposal Week 4 • Email from Dean to Faculty • Faculty submit Early Alert grades Week 5 • Staff outreach and feedback to faculty • Faculty submit Early Alert grades • Outreach and feedback • Outreach and feedback

Early Alert- Questions	
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