

ACADEMIC SUPPORT SERVICES AND PLANNING COMMITTEE MEETING MINUTES

February 3, 2020

1:00 PM – 2:00 PM

Warren Lawless Conference Room, AAC

MEMBERS: Keith Boyer, Yvonne Drechsler, Linda Flores, Edward Goering, David Shofler, Kimberly Walker, Jonathan Daitch (ex-officio)

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Notes	Recommendation
1. Call to Order	Meeting was called to order at 1:00pm		
2. Minutes 01/04/20		Dr. Shofler motioned to approve the minutes as written, Dr. Walker seconded, all were in favor.	
3. Tech Support <i>-Matthew Wright</i>	<p>Mr. Wright attended the meeting to discuss new IT updates.</p> <ul style="list-style-type: none"> • Bartlett Theater in HPC has been completely renovated and upgraded to a flexible learning space. The February Academic Senate Meeting is being held in Bartlett Theater. • A monthly patch article will be available each month at support.westernu.edu. A list of patches and updates that will be applied each month will be listed here. • There will be a WesternU Technology Expo in March • WesternU employee email migration to the cloud is in process, there are over 2600 accounts that need to be moved over. • There are still 150 workstations that have Windows7. Matthew Wright is currently working on getting them all updated. • The Enterprise Applications & Database Committee has assumed support of ProgressIQ. The goal is to make sure that there is very little disruptions. Denise Cornish will be meeting with each college to figure out what their needs are and what they're using Progress IQ for. 		
4. Facilities <i>-Todd Clark</i>	<p>Mr. Clark attended the meeting to discuss questions pertaining to Facilities.</p> <p>There has been numerous complaints about there not being enough parking on campus. There are plenty of parking spaces, just not where people want them to be at when they come in late. Facilities</p>		

	has switched over to the same ticketing system that IT currently uses, TDNX. IT has been working quite well for them so far.		
Next Meeting	March 2, 2020		
Adjournment	The meeting was adjourned at 2:00pm		