

Enterprise Level Scheduling Solution - ELSS (2018-2019)

Meeting Agenda

NAME OF COUNCIL/TEAM: Enterprise Level Scheduling Solution - ELSS (2018-2019)		
OBJECTIVE OF MEETING: ELSS		
DATE: 11/09/2018 TIME: 10:00am	LOCATION/ROOM #: CTL CALL-IN NUMBER: +1 646 876 9923 or +1 669 900 6833 CALL-IN CODE: 150 591 710	
FACILITATOR(S): Kale Braden & Kevyn Montano		
TIMEKEEPER:		
ASSISTANT: Kevin Porter		
ATTENDEES:		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
UPDATES AND BRIEF REPORTS		
Topic	Person(s) Responsible	Time Alloted
Presentation on Digarc Section a potential product to allow for a department/division level schedule interface	Braden	60 min.
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Presentation/PR plan for ELSS Group to distribute information regarding this project.	Braden	15 min.
Fall '18 ELSS Wrap Up report: structure, process, and timeline.	Braden	15 min.
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
ITEMS FOR FUTURE CONSIDERATION:		
Topic	Contact Person	
OTHER INFORMATION: The ARC Enterprise Level Scheduling System Implementation team will be focusing upon the installation, configuration, and operational protocols of the scheduling software, not building ARC's Academic schedules.		

