Members Present: Catherine Hoekstra, Bradley Griffith, Nikki Brooks, Daniela Brooks, Heather Chandler, Shawn Talluto, Adrienne Barkley Giffin

1. Updates - None
2. Agenda Request – None
3. Committee and Taskforce Reports
    a. Diversity, Equity, and Inclusion Committee – Jordan Mays: The committee did not meet in March.   Interviews for the Assistant Director of Belonging and People Group are completed. The committee has submitted a name to HR for this position.
    b. Professional Development – No Report
    c. Identity Theft Prevention Committee – No Report
    d. Information Technology – Scott Elliott:
        ▪ Off-site Disaster Recover project – firewall is on-site and we are working with the vendor on appropriate setup and configuration.
        ▪ An external penetration test will be occurring this week. This will test our public-facing network presence for vulnerabilities. This is needed for the Graham Leach Bliley Act (GLBA) and Payment Card Industry (PCI) compliance.
        ▪ The Online Catalog from Modern Campus – Is now with the vendor for completion. A review of the work will occur near the end of the spring semester. Phase 2 – Curriculum Management will follow.
        ▪ ADP testing and implementation continues. Payroll go live will be July 1, time and attendance training will be live two weeks prior. Other HR related components will be brought online between now and then. Watch for more information from HR / Payroll as we get closer to go live.
        ▪ Higher Reach upgrade to Campus Marketplace – The student information system for community education and non-credit workforce education students was updated last week.
        ▪ Phase 1 of the Electronic Door Access Control project – Contractors are on-site. This project covers exterior doors from Campus Police southeast towards the administration building.
        ▪ Chatbot – Retrieval Augmented Generation (RAG) AI component went live a little more than a week ago on MyJALC. Some preliminary results are very promising. If the questions cannot be answered with our in-house developed question/answer pairs, the chatbot will generate a response based on data from our websites and the student handbook.
        ▪ Analytics – To date, our data lake house is ingesting 3 data sources, and 3 data models have been developed with approximately 20 visualizations produced for various offices on campus.

    e. Safety – No Report

     f.   HLC Report – Stephanie Chaney Hartford: Eight employees recently attended the HLC Conference in Chicago. The committee is working on an Interim Monitoring Report due June 1.

4. Employee Comments – see the SG webpage.
5. Recommendation to Cabinet – None
6. Council Member Comments/Open Forum – Jordan Mays will send an employee satisfaction survey in the next week or two. There is a place where employees can make comments. Those comments will come to Shared Governance.

The meeting adjourned at 2:30 pm.

Submitted by Carmen Cutsinger