

**PLANNING AND POLICY COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**January 10, 2024**

Committee members present:                      Nick Raftopoulos, Chair  
Dane Tippet  
Tracy Vallett

Trustees present:                                      Matthew Burke  
Steve Campo  
Sean McPeak  
Mark Morton

Administrators present:                              Nick Mance  
Linda Andres  
Danielle Chambers  
Sue McClure  
Brad Sparks  
Bob Tebbe  
Jacob Wheeler  
Bernie Ysursa

Attorney present:                                      Garrett Hoerner

**CALL TO ORDER**

Chairman Raftopoulos called the meeting to order at 6:41 p.m.

**INFORMATION TECHNOLOGY ACCOMPLISHMENTS, REQUESTS FOR SERVICE AND STATUS REPORTS**

Chief Information Officer Linda Andres provided the following:

Several initiatives are underway with the upgrade to SharePoint complete.

In addition to every day requests, the team is focusing on:

- Completed SharePoint (InfoShare) upgrade - new hardware and software versions
- Revising the first draft of HLC Criterion 1
- Writing first draft of HLC Criterion 2
- Beginning the installation of the 150 access points that will be placed throughout the campuses
- Business Intelligence Dashboards with new technology is in user testing
- PeopleSoft Updates (HR taxes, Finance 1099s, HC PUM)
- Setting up Student Finance to use OnBase for document imaging
- Vendor delayed the Avaya phone upgrade until February
- Upgraded security controls from CIS v7.1 to CIS v8
- Upgraded servers from 2008 or 2012 to 2019 or higher as the technology is no longer supported

Tweaking mobile device management procedures for Surface Pros  
Continuing to upgrade machines to Windows 11 and Office 2021  
Coordinated new image with Dell to have office machines delivered with our image  
Automating the Adjunct Faculty Load Sheets to Payroll  
Preparing equipment quotes for Advanced Manufacturing Academy for next Board meeting

**SECOND READING/ADOPTION OF PROPOSED AMENDMENTS**

The proposed amendments to Board Policy 5008: Course Fees and Board Policy 7013: Telephone Services have been disseminated and are now ready for adoption.

Mr. Tippett moved, seconded by Ms. Vallett, to recommend the Board of Trustees approve second reading/adoption of the proposed amendments to Board Policy 5008: Course Fees and Board Policy 7013: Telephone Services. Upon a roll call vote those trustees voting aye were Mr. Tippett, Ms. Vallett and Mr. Raftopoulos. Nays: none. The motion carried. (This item will appear on the consent agenda.)

**NEXT SCHEDULED MEETING**

The next scheduled meeting of the Planning and Policy Committee is Wednesday, February 14, 2024 at 5:30 p.m. in the Marsh Conference Room at the Belleville Campus.

**ADJOURNMENT**

Mr. Tippett moved, seconded by Ms. Vallett, to adjourn the meeting at 6:45 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Board Secretary