

Enterprise Level Scheduling Solution - ELSS (2018-2019)

Meeting Agenda

NAME OF COUNCIL/TEAM: Enterprise Level Scheduling Solution - ELSS (2018-2019)		
OBJECTIVE OF MEETING: Weekly ELSS Meeting.		
DATE: 10/05/2018 TIME: 1:00pm	LOCATION/ROOM #: CTL CALL-IN NUMBER: +1 646 876 9923 or +1 669 900 6833 CALL-IN CODE: 571 613 818	
FACILITATOR(S): Kale Braden, Dyne Efeirtsen, 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
Report from District ELSS Committee: State of the district Ad Astra Implementation/Installation.	Braden, Eifertsen, & Montano	10 min.
Status of Ad Astra Schedule ARC implementation (Rules, Optimizer, Inventory, etc.).	Braden	10 min.
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Approval of Current Room Exclusion list. (This is the list of rooms in the Ad Astra system that are restricted to certain courses or sections due to the criteria discussed in the previous meeting. (See attached file).	Braden	15 min.
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Discussion regarding Ad Astra presentation of Platinum Analytics from last Friday. Identification of issues and items for future agendas.	Braden, Eifertsen, & Montano	20 min.
Discussion of the Ad Astra Scheduling Flow Chart as presented in the Analytics meeting last Friday (see attached). How does this mesh into our current scheduling processes? What works in this flowchart? What may need to change?	Braden, Eifertsen, & Montano	20 min.
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.	