

# Administrative Affairs Leadership Team Meeting

Friday, May 6, 2016

(484)

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10:15am – 11:00am

SBS 345

- 1) Discussed and reviewed the Steering/Self-Study Committee Recommendations for Strategic Plan Implementation. HSU's WASC Steering and Self-Study Committee (SSSC), using the "Review under WSCUC Standards and Compliance with Federal Requirements Worksheet," evaluated HSU's performance relative to the previous WASC recommendations. The SSSC identified "High Priority" and "Low Performance" Criteria for Review (CFR); these criteria were then connected to HSU's Strategic Plan Blueprint (SPB).
  
- 2) Discussed use of Skillport and Professional Development. Joyce asked each unit leader to determine what training is needed for each position. Facilities has developed professional development that is role/position based vs. individual need. Marisa reported that Skillport lacks good reporting. New employees are loaded into Skillport approximately one week after start date.

**In attendance:**

Amber Blakeslee  
Dave Nakamura  
Joyce Lopes  
Marisa D'Arpino  
Michelle Anderson  
Patricia Ambrosini  
Sylvia Shively  
Tawny Fleming  
Traci Ferdolage