

Higher Education Coordinating Commission

Systems & Operations CCN SUBCOMMITTEE

MEETING MINUTES

August 11, 2022

Julia Pomerenk, Co-chair

Chris Sweet, Co-chair

Siv Barnum

Melissa Frey

Susan Lewis

Lara Miller

Tammy Salman

Dani Crouch

Emily Sharratt

Wendy Ivie

Rebecca Mathern

Martin Main

Cindy Baccar

Matt Stillman

Amy Clark

Andy Freed

DRAFT MINUTES AUGUST 11, 2022

1.0 Julia Pomerenk, Co-Chair called the meeting to order at 3:02 pm. Roll was called, and a quorum was established.

2.0 Review and approval of [minutes from July 28th meeting](#)

- **ACTION ITEM:**

Motion: Rebecca Mathern made a motion for approval of the previous minutes as amended (see below), Melissa Frey seconded the motion, and the minutes were approved unanimously as amended (15/0).

- **Amendments:** Spell out CCWD, p. 4 amendments to the minutes, not report. Missing parentheses () after meeting, p. 2 second bullet was noted - add IT .

3.0 Review and discussion of [memo](#) sent to Transfer Council

- Julia reviewed the memo. The memo captured the last discussion and includes the feedback received.
- The subcommittee agreed to pursue a recommendation and add it to the next agenda. The memo was revised to include this ongoing need for guidance on aligning subject codes.

- **ACTION ITEM:**

Motion: Emily Sharratt made a motion for approval of the memo. Wendy Ivie seconded the motion, and the memo was approved unanimously (15/0)

- **Amendments:** Additional information related to the subject code: **the subcommittee uses “subject code” in parallel to the term “prefix” referenced in SB 233 and the third bullet sentence.**

4.0 Review of homework/research [spreadsheet](#)

- Chris Sweet reviewed the spreadsheet and homework assignments. These columns need members to complete. These columns were added after the last meeting.

5.0 Action Items

- Homework for subcommittee members to review and add information to the spreadsheet by August 22nd, 2022, 5pm.
- Doodle Poll for next meeting will be sent from Chris and Julia.
- Outstanding agenda item: subject does not match question.

6.0 Public Comments - N/A

- Meeting ended at 4:21 pm