

Installment Plan/Pay to Stay Minutes September 30, 2013

Attendees: Chien Shih, Sherri Mines, Rachel Tai, Scottie McDaniel, Nazy Galoyan, Joe Lampo, Jerrick Woo, Joe Moreau, Kevin Harral (conference call), Matt Fine (TouchNet, conference call) and Kari Elliott (note taker).

1. September 30th is the last scheduled meeting; any concerns or issues should be discussed in weekly Student meeting.
2. Lessons Learned.
 - Educate steering committees for future projects.
 - What is expected from them.
 - Assign members from implementation team to attend steering committee meetings; representative for both colleges.
 - Having clearly defined weekly goals make staying on target easier.
3. Any further questions/concerns for vendor should be sent to Customer Care at Touchnet.
 - Matt Fine will email information and instructions to team members.
4. Future Projects.
 - Would like to use automatic refund; feature offered by TouchNet.
 - Real time drops.
 - ETS recommends payment plan run for a registration cycle before making any more changes.
 - Chancellor, college presidents and vice presidents still need to make a decision.