

## A&R Audit Findings Work Team Meeting Minutes

<b>DATE:</b>	April 26, 2016	<b>TIME:</b>	10:00 AM	<b>LOCATION:</b>	IT Conference Room
<b>FACILITATOR:</b>	All	<b>NOTE TAKER:</b>	All	<b>NEXT MEETING:</b>	May 10, 2016
<b>ATTENDEES:</b>	Dominique Benavides, Teresa Chan, Frank Chez, Silvia Cortez, Karen Croley, Frank Downing, Roderick Fajarda, Kyu Lee			<b>ABSENT:</b>	Joyce Brown-Willis, Amany ElMasry
				<b>Guests:</b>	Adela Esquivel-Swinson, Dave Nguyen, Elnora Webb

### DISCUSSIONS/ISSUES:

- This is the last meeting of the A&R Audit Findings Work Team
- The group has decided to keep meeting every other week under the new name of CS (Campus Solutions) Analysts & Programmers Work Group
- Attendance is not mandatory, but it will be a way to check and confirm that all items are in the queue for IT
- It is crucial for the members of this work group to have their manager's approval and support in attending this meeting. Managers were invited to attend this meeting in order to explain the importance of the work group and the way the work group works way to explain how the group works. Only 3 managers attended the meeting.
- Even though attendance is not mandatory, it is important for all analysts and programmers to attend meeting on time and on a regular basis.