CALIFORNIA STATE UNIVERSITY
BAKERSFIELD

ATI Steering Group Committee

Minutes

Meeting Information

Meeting Title: ATI Steering Group Committee

Date: Monday, March 23, 2026

Location: Virtual Only

Time: 8:00 AM

Zoom: Join Zoom Meeting
Meeting ID: 879 7672 9854
Passcode: 658999

Meeting Called By: Chris Diniz

Purpose: Semester Meeting – Spring 2026

Attendees

Checkmark or "X" indicates the attendee is present

Attendee	Representing	√
Chris Diniz	AVP/CIO (Chair)	
Deborah Thien	Provost and VP, Academic Affairs	
Kristen Watson	VP, BAS & CFO	
Dwayne Cantrell	VP, SASEM	
Allan Williams	AVP Civil Rights & Compliance	

Attendee	Representing	√
Melissa Danforth	Academic Affair, Chair	
Anthonio Reyes	ASI President	
Sydney Zachary	Student Representative	
Micah Stover	Student Representative	
Jing Wang	Faculty Representative	
Teanna Keith	Staff Representative	

Agenda

#	Agenda Topic	Submitted/Led By	Time Allotted
1.0	Welcome & Call to Order	C. Diniz	1 minute
2.0	Review and approval of agenda	C. Diniz	2 minutes
3.0	ATI Steering Group Charter Review	C. Diniz	5 minutes
4.0	ATI Working Group Charter Review	C. Diniz	5 minutes
5.0	New Business • IM 5-Year Plan • Comprehensive (IM, Web, Procurement) 5-Year Plan • Resource Gap • CO Funding	 C. Diniz C. Diniz C. Diniz C. Diniz	 5 minutes 5 minutes 5 minutes 5 minutes
6.0	Subcommittee Updates • Working Group	 C. Diniz	 5 minutes
7.0	Open Discussion	C. Diniz	5 minutes
8.0	Adjourn	C. Diniz	<1 minute

Summary

#	Agenda Topic
1.0	Welcome & Call to Order The meeting was called to order at 8:02 AM.
2.0	Review and approval of agenda The agenda was reviewed and approved, except to review the IM 5-Year Plan first.
3.0	ATI Steering Group Charter Review The charter was reviewed and approved unanimously with the changes mentioned below. - Title update: ATI Officer → ATI Coordinator - Membership update: Add Jason Watkins The committee is to meet at least twice annually.
4.0	ATI Working Group Charter Review The charter was reviewed and approved unanimously. The group is composed of Instructional Materials, Procurement, and Web Accessibility. They are responsible developing the comprehensive campus 5-year plan and producing reports and recommendation for the Academic Technology Imitative.
5.0	New Business • IM 5-Year Plan The IM 5-Year Plan was designed to meet the goal of April 24, 2026, requirement with documented plans and prioritization. There is a remediation team of 3 students hired and trained. The work will begin early April with priority to courses with registered accessibility needs, and with the highest enrollment. In January there was faculty training on Instructional Materials remediation where 37 faculty members attended. Over 50% of the staff who attended have completed the requirements and provided an additional pay of $300 after completion. It was requested to have an annual stipend budget, and the recommendation was to remove the fixed dollar amount and provide a *flexible annual funding based on need and budget availability*. Additionally, to consider phased “wave-based” participation over multiple years. ACTION: Amend 5-Year Plan approved with flexible stipend language and circulate via email for approval. • Comprehensive (IM, Web, Procurement) 5-Year Plan The Working Group will develop a new campus-wide plan (IM, Web, Procurement) and present to the Steering Group for approval • Resource Gap Staffing shortage is identified. The key web accessibility staff member will retire at the end of April. There will be a temporary reassignment that covers procurement but not web accessibility. This will have an impact on slower procurement reviews and reduce web accessibility support. • CO Funding There was a $20,000 initial funding received by the Chancelor’s Office. $11,100 allotted for faculty payment and the remainder will be used for student workers. There is an additional $15,000 anticipated.
6.0	Subcommittee Updates • Working Group President’s annual report was submitted in December. The IM 5-Year Plan was approved in the committee.
7.0	Open Discussion There is a “Communities of Practice” for accessibility training coming up.
8.0	Adjourn The meeting adjourned at 8:38 AM.

Action Items

#	Topic	Led By
1.0	Update 5-year plan language (remove fixed stipend amount)	C. Diniz
2.0	Review full 5-year plan and provide final feedback/approval	D. Thien
3.0	Consult with subcommittee (e.g., Dr. Solano) on stipend cost estimates	D. Thien
4.0	Define clearer scope/description of **student remediation team** in documentation.	ATI Leadership
5.0	Share annual report with committee	C. Diniz
6.0	Send accessibility-compliant email about Communities of Practice	C. Diniz
7.0	Update charter document and website with approved changes	Y. Lucio
8.0	Share updated membership list	Y. Lucio
9.0	Begin development of comprehensive ATI 5-Year Plan	Working Group