



SYSTEM COURSES: MAJOR PROJECTS (AS OF 2/28/2024)

Current Projects

Project Name	Description	Project Lead	SME(s)	Status	Target Quarter for Completion
TrainTraq catalog cleanup	Work with course owners and training coordinators to make sure courses are up to date	Casey McDonald, Treay Shewell, Jennifer Kenebrew, Kelsey Baird, Kerrigan Bishop	N/A	In progress	3Q/FY24
Disbursement of Funds (content update and add audio narration)	Link to TrainTraq catalog listing for 11021	Casey McDonald, Ryan Ho	Teresa Edwards; Monica Poehl	In progress	3Q/FY24
Effective Hiring Practices	Link to TrainTraq catalog listing for 2111264	Jennifer Kenebrew	Jody Ramirez, Adam Davidson	In progress	3Q/FY24
Management Overview for New Supervisors	Link to TrainTraq catalog listing for 1002	Brigette Penry	Jody Ramirez, Adam Davidson	In progress	3Q/FY24
Research Security Training: Module 1 - What is Research Security?	New course that will be required for recipients of federal research funding	Aimee Nguyen	Lauren Schroeder, Maria Bunch	In progress	3Q/FY24
Research Security Training: Module 2 - Disclosure	New course that will be required for recipients of federal research funding	Aimee Nguyen	Lauren Schroeder, Maria Bunch	In progress	3Q/FY24

Project Name	Description	Project Lead	SME(s)	Status	Target Quarter for Completion
Research Security Training: Module 3 - Manage and Mitigate Risk	New course that will be required for recipients of federal research funding	Brigette Penry	Lauren Schroeder, Maria Bunch	In progress	3Q/FY24
Research Security Training: Module 4 - International Collaboration	New course that will be required for recipients of federal research funding	Brigette Penry	Lauren Schroeder, Maria Bunch	In progress	3Q/FY24
TrainTraQ employee group cleanup	Work with course owners and training coordinators to make sure employee groups are up to date	Aimee Nguyen, Pat Hsieh	N/A	In progress	4Q/FY24

Pending Projects

Project Name	Description	Project Lead	SME(s)	Target Audience
Financial Conflicts of Interest (2111716)	Content update and template refresh	TBD	Lynda Cook, Lesa Feldhousen	A&M system PI-eligible employees and grad assistants.
Creating a Discrimination-Free Workplace (99002)	Updates to reflect changes to System regulations based on new federal Title IX regulations	Aimee Nguyen	Rick Olshak, Dora Lisa Zavala	All A&M System employees
Positive Management of Performance Problems (1004)	Template refresh and possible content update	Brigette Penry	Adam Davidson, Jody Ramirez	New or emerging A&M System managers

Project Name	Description	Project Lead	SME(s)	Target Audience
Sexual Harassment: What Supervisors Should Know (1006)	Template refresh and content update	Brigette Penry	Rick Olshak, Dora Lisa Zavala	New or emerging A&M System managers
Information Security Awareness (3001)	Minor content update	Aimee Nguyen	David Sustaita	All A&M System employees
Introduction to Research Compliance Requirements (2112557)	Major update	Pat Hsieh	Stacy Pritt	System Offices employees who conduct research
Identifying and Managing Insider Risk	New course	TBD	Norma Schoellman	A&M System researchers

Recently Completed Projects

Project Name	Project Lead	SME(s)	Completed Month
PCI-DSS for Merchants (update)	Brigette Penry	Preston Dubose	Feb 2024
FERPA (updated images)	Aimee Nguyen	Rebecca Hapes, Brooks Moore	Feb 2024
Clery Act Training for Campus Security Authorities	Brigette Penry	Michelle Jackson, Janet Gordon	Feb 2024

Project Name	Project Lead	SME(s)	Completed Month
Controlled Unclassified Information (CUI) Management Overview	Trey Shewell	Lauren Schroeder, Maria Bunch	Feb 2024
Cash Handling – System Version	Ryan Ho	Stacie Sodolak	Jan 2024
Time Off Resources for Employees	Brigette Penry	Karole Patrick	Jan 2024
FERPA (add Tier 3 accessibility)	Jennifer Kenebrew	Rebecca Hapes, Brooks Moore	Dec 2023
Spanish version of Creating a Discrimination-Free Workplace (minor update)	Aimee Nguyen, Lesley Mizer	System Offices EEO	Nov 2023
Spanish version of Information Security Awareness (content update)	Aimee Nguyen, Lesley Mizer	David Sustaita	Nov 2023
RELLIS Proving Grounds Information and Safety Brief (content update)	Kelsey Baird	Patrick Yee	Nov 2023
Effective Hiring Practices (minor update and template refresh)	Jennifer Kenebrew	Adam Davidson, Jody Ramirez	Nov 2023
Bloodborne Pathogens Online Training - System Version (minor update)	Brigette Penry	Gordon Evans	Nov 2023
Creating a Discrimination-Free Workplace (minor update)	Aimee Nguyen, Lesley Mizer	System Offices EEO	Oct 2023
Comp Time Issues for Supervisors (minor update and template refresh)	Trey Shewell	Karole Patrick	Oct 2023
Problem-Solving for Supervisors (minor update and template refresh)	Trey Shewell	David Bertram	Oct 2023
The Texas A&M University System: A Culture of Service (template refresh)	Jennifer Kenebrew	Organizational Development	Oct 2023

Project Name	Project Lead	SME(s)	Completed Month
Time Off Resources for Employees	Brigette Penry	Karole Patrick	Sept 2023
Information Security Awareness (content update)	Aimee Nguyen, Lesley Mizer	David Sustaita	Sept 2023
ADA for Supervisors and Faculty (template refresh)	Ryan Ho	System Offices EEO	Sept 2023
FERPA (content update and template refresh)	Pat Hsieh	Rebecca Hapes, Brooks Moore	Sept 2023
Clery Act Guidelines for Campus Security Authorities (content update)	Brigette Penry, Lesley Mizer	Janet Gordon, Michelle Jackson	Aug 2023
International Travel Safety (technical update)	Ryan Ho	Charles Longoria	Aug 2023
Disbursement of Funds -Approver Version (new course)	Casey McDonald	Teresa Edwards; Monica Poehl	July 2023