



**Achieving the Dream Core Team Meeting  
September 21, 2011 2-4 pm  
President's Dining Room**

<b>Minutes</b>
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- 1. Welcome/Introductions**-Bill Heineman started off the meeting with introductions around the table for the new members of the group. Bill Heineman: ATD co-chair and Vice President of Academic Affairs, Grace Young, Colleen Walsh and Nora Sheridan: Advising Team, Rick Lizotte: ATD co-chair, Donna Marquis, Dental Assisting Program, Tom Fallon: Data Team, Linda Murphy and Lynne Nadeau: Math Team co-chairs, Karen Mitchell and Tom Greene: First Year Experience Team, Peter Dulchinos: NECC Board of Trustees, Janice Rogers, Acting Dean and Noemi Custodia-Lora, Acting Assistant Dean FSLAS division.
  
- 2. Evaluation/Summarization of our ATD Work (including as a basis for fundraising)**

Bill Heineman said that the core team needs to start thinking about a summarization of work so when we get to the end of the grant period (July 2012) we can briefly, meaningfully, and holistically tell people what we've done. He also said we should start doing an evaluation of costs. Down the road, if we will be paying, what is the cost vs. the benefit? He suggested creating a flexible set of reports for the various audiences and asked the group for input on what that should look like.

  - Tom Fallon proposed focusing on the impact on retention.
  
  - Grace Young suggested focusing on the cost of repetition – what are the effects and costs of course repetition in the Math area vs. a student in SI. There are different ways to calculate this cost.
  
  - Janice Rogers recommended charts that can easily be looked at (ex. the ATD charts).
  
  - Nora Sheridan mentioned a flexible report depending on the audience and suggested testimonials along with data.

- Bill Heineman talked about an “old fashioned” binder. Take out and add pages/sections as necessary for each particular audience.

Bill Heineman said that we have professional development money and suggested that in addition to a written piece; maybe we should do an event, presumably aimed at employees, maybe a summit. He asked for volunteers to help plan this. Bill suggested Ron Taber should be involved. Rick Lizotte, Nora Sheridan, Grace Young and Donna Marquis volunteered to get together with Bill to brainstorm and the data team will take a look at quantifying costs. Tom Fallon recommended waiting until the end of fall semester to look at the rates. There was discussion about who to invite: Some of the ideas were: our adjuncts, the community, students, and colleges our students transfer to.

### 3. **“Reverse Transfer” as a way to improve credential completion rates**

Bill Heineman said that NECC has signed up for the Community College Completion Challenge. The challenge is for us to increase completion of degrees and certificates by 50% by 2020. 1048 degrees were conferred in May 2011, which means we would need to give out about 520 more degrees by the year 2020. There was discussion about working with 4 year schools and sending back credits. Tom Fallon said this causes data transfer issues. Nora Sheridan suggested calling students who have disappeared who were close to completion. Enrollment Services made a lot of calls this summer and had pretty good success with this. Nora, Colleen, and Grace agreed to pursue this reverse transfer idea.

### 4. **Tapping our successful students**

Bill Heineman said that PTK students are interested in mentoring and suggested that they be put in touch with Dawna Perez. The question was raised “why not try to bring our math students back to volunteer for SI?” Linda Murphy said that there is not a shortage of SI leaders right now.

There was discussion about the completion pledge. Bill Heineman suggested discussing it with PTK. Colleen Walsh suggested making it part of new student orientation.

### 5. **Other business**

Bill Heineman reminded the group that the coach’s visit is on November 2 and 3 and said that those who lead teams should begin to put together a plan for their one hour meeting. Jane will send the tentative schedule out shortly. He said that Jim is looking for a report on MLCS from the Math team. He reported that Janice and Karen worked with RCC to put in a proposal to present together at the Strategy Institute.

The next scheduled Core Team meeting on **October 26 is cancelled** and will be replaced by the coach’s visit on November 2.