Achieving the Dream Core Team/Strategic Plan Goal Two Meeting
October 17, 2012 2-3:30 pm, SC213

Minutes

Attendees: Karen Mitchell, Rick Lizotte, Melba Acevedo, Tom Greene, Rebecca Rose, Pete Dulchinos, Lane Glenn, Tom Fallon, Magdalena Suarez-Shannon, Carolyn Cohen, Lynda Gagnon, Grace Young, donna Marquis, Nora Sheridan, Noemi Custodia-Lora, Dawna Perez

1. **First Year Experience Team: College Success Seminar Update – Tom Greene** handed out a chart with CSS Completion Rate data which compared what they thought they were looking at (Fall 2011) and what they actually may be looking at.   Discussion was had about the best way to measure the data:
   - Want to be careful about how we look at data (Bill Heineman).
   - During this time a lot of changes were made to developmental courses (Tom Fallon).
   - Everything is not equal
   - Carolyn Cohen suggested using student as their own control or as their own baseline
   - Quantitative data has been looked at, what about qualitative?
   - Look at study skills, time management, self-advocacy – measure these.
   - Karen Mitchell said she feels the best measure is whether the students continue, graduate, transfer – retention is the best gauge.
   - Grace Young said that Financial Aid & Advising did a segment with the CSS classes this semester on DegreeWorks and planning. She said the students were engaged.
   - Dawna Perez did a shout out to faculty – 1500 progress reports were turned in this semester from the early alert cohort.

2. **Supplemental Instruction Update – Rebecca Rose**
   - Blackboard SI site with discussionboard has been created with a Facebook link – improves communication.
   - SI on line and hybrid class going well
   - SI application has been revised and added to SI web site
   - Meeting SI Advisory Board monthly – process changed – it moves faster.
   - SI Leader training happens monthly. First meeting was well attended
   - All SI classes will be observed by Rebecca
   - Looking for a designated SI space in case rooms aren't available. Currently using a room in the Library

- Rebecca attended all division meetings
- SI sessions increased from 19 to 25.
- Rebecca met with Ron Taber to work on improving advertising
- Creating YouTube video which explains what SI is and why students, faculty and leaders like it. This will go on blackboard and to faculty orientation etc.
- Mike Cross will share how he used SI leader at faculty orientation

3. **Research Minigrants Updage – Rick Lizotte**
- Application explains what the Minigrant is all about and gives project examples.
- Special consideration would be given to the following projects:
  - o Have not participated in ATD in the past
  - o Will advance student success
  - o The project involves quantitative and/or qualitative research data
  - o The project complements ongoing ATD initiatives
  - o A plan for disseminating results
  - o Money available is clearly stated as well as the possibility of other sources of funding.
  - o Data team and research minigrant forum participants will be available to help formulate proposals
  - o Application will go out via email to all faculty and staff with a Nov. 30 deadline.

4. **Other team updates:**
- **Culture & Equity – Magdalena Suarez-Shannon**
  - o Started working on charter – brainstorming
  - o Have a list of people interested
- **Transitions to Gateway – Donna Marquis**
  - o 3 meetings scheduled
  - o Working on charter
  - o QAR (Question & Answer Relationships) workshop scheduled for November 7.

5. **Preparing for the November Coaches visit**
- Bill asked for ideas for the core team meeting
  - o Rebecca Rose suggested a YouTube video
  - o Magdalena Suarez-Shannon suggested correlations
  - o Farnsworth report was suggested
- Bill asked to send him other suggestions.

6. **Other business**
- Farnsworth report – Kent encouraged applying for the Leah Myer Austin award again. Rick Lizotte said Kent implied they will be looking at smaller schools. It is a $25,000 award to use any way you choose. Prestige connected to it.
- Coaches visit is November 29 and 30. **Core Team meeting will change from November 14 to November 29, 2:00 to 3:30 in SC213**
- For the moment leave the **Dec. 12** meeting on the calendar.