

**ACADEMIC AFFAIRS LEADERSHIP TEAM**  
**THURSDAY, September 27, 2007**

I. CHECK – IN

a) Agenda

- Achieving the Dream
- Spring 2008 Scheduling Timeline
- MACER

II. ACTION ITEMS

a) Achieving the Dream

Some of the members of the Data team for Achieving the Dream are Tom Fallon, Jim Cotton, Jim Sullivan and Barbara Stachniewicz.

The Community College Institutional Practice Survey instrument was filled out by the members of the AALT and discussion followed. Grace led a discussion about policy and practice at the institution.

A review of the Achieving the Dream timeline was discussed. A retreat will be held in mid December for the core team and the data team. In March of 2008, the implementation plan will be completed.

b) Spring 2008 Scheduling Timeline

The master schedule for Spring 2008 will be pulled down. Lane would like as many faculty names as possible to be put on. By October 15 faculty workloads need to be completed and sent to Lane electronically.

c) MACER

NCBI training workshops will be offered next year for faculty and staff to attend. These workshops will allow faculty and staff to be trained in the event they are asked to serve on a hiring search committee.

Sue Grolnic will coordinate a central approach to the hiring committee training (interviewing techniques, application screening, etc.).