



**Achieving the Dream Core Team/Strategic Plan Goal Two Meeting  
April 17, 2013 3:00 pm, SC213**

<b>Minutes</b>
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*Attendees:* W. Heineman, T. Schade, J. Kamber, M. Suarez-Shannon, R. Lizotte, R. Rose, P. Dulchinos, T. Fallon, L. Gagnon, T. Greene, M. Acevedo

**1. ATD Annual Report – Rick Lizotte**

Rick distributed a copy of the raw data (attached) and reviewed it with the group. He said that 17 people participated in the survey. He went through some of the trends and pointed out that two of the lowest scores were in the Equity category and the IT category.

- Magdalena Suarez-Shannon said that the low score in equity makes sense as ATD has just put emphasis on this.
- Trish Shade brought up the need for better early alert software as the current system doesn't work.
- Rick asked for input on item #2 and #3 on the narrative (which he handed out and are in red at the end of these minutes). He asked the group, especially the strategy team leaders, to look at the raw data and at their own experience from this year and get back to him with feedback on these two questions by the end of April.
- Bill Heineman said that some of the new teams are addressing the issues that the survey suggested we need to work hardest on. He asked the group to think about the talk with the ATD coaches during their visit last fall as they list the challenges to improving student success

**2. Strategy Team Updates: Culture and Equity – M. Suarez-Shannon & J. Kamber**  
Magdalena reported that the Student Support Initiative Subcommittee is:

- Exploring programs to help students adjust to college life and looking at best practices for outside the classroom programs

She also reported that the Professional Development Subcommittee recommends:

- Considering participation in the New England Resource Center for Higher Education (NERCHE) self-assessment rubric
- Reading Apprenticeship support for 5 faculty members for on-line program (\$2500 ea.)
- Jorge Santiago to provide a 20-minute video for faculty & staff from his sabbatical.
- Creating opportunities for staff to participate in NCBI workshops.

- Collaborate with library to create multi-cultural curriculum support.

Judith Kamber reported that the Faculty/Staff hiring subcommittee recommends:

- Inviting local community to recruiting events at the new building in Lawrence
- Advertising locally and by word of mouth
- Refining search committee training – consider phone consultation with JoAnn Moody
- Consider creating a multi-cultural position to oversee diversity & equity activities, programs and training.
- We have joined the Commonwealth Compact

### 3. **FYE/Early Alert** – Tom Greene

Tom reported that the number of faculty early alert reports was 1370 in the spring, with 759 duplicates. He said that the current reporting system is inefficient and needs to be fixed. IT committee is considering funding a new software based system. Starfish demo will happen soon. They are looking for simplicity. He reported there will be a hybrid CSS in the summer, and 28 CSS sections in the fall.

- ❖ There was discussion on DCE professional development need. Judith Kamber said that Dierdre Budzyna, faculty fellow, has offered training on evenings and Saturdays which were not well attended.
- ❖ Rebecca Rose asked if there is mentoring or a way to observe CSS classes. The answer was “yes” that there is a list available of faculty willing to have their class observed by interested faculty members.

### **ATD Annual Report Questions:**

- 2. Please describe in no more than one page your institution’s progress in improving student success and completion. In what ways is your reform work transforming the way students experience college?**
- 3. Please consider both the positive and negative factors affecting the student success efforts at your institution and provide a brief (no more than one page) summary of the impact each has had on your progress this year. This summary may include aspects related to the institution’s culture and environment such as leadership changes, engagement of full- and part-time faculty, staff additions or lay-offs, state or federal influences, and (reaffirmation of) accreditation efforts.**

**Is there any additional information you would like to share with Achieving the Dream in this reflection?**