



**Achieving the Dream Core Team/Strategic Plan Goal Two Meeting
August 14, 2013 3:00 pm, SC213**

Minutes

Attendees: K. Mitchell, R. Lizotte, S. Shain, L. Nadeau, L. Glenn, G. Young,
P. Dulchinos, D. Perez, T. Fallon, J. Rogers, W. Heineman

Recorder: J. Bailey

1. DREAM Conference Presentation Ideas

Bill Heineman asked for presentation ideas for the conference in Feb. 2014 as the proposal needs to be submitted soon. Suggestions were:

- Mini grants – Rick said unsure how much there will be to report.
- Latino retention/completion (Dawna) – involves multiple strategies
 - Summer bridge
 - Retention ambassadors
 - Tertulias ClubDawna volunteered to develop a proposal with the help of other team members.
- Problems being a leadership college when funding drops off (sustainability) (P. Dulchinos)

2. Visits this Fall

A. PRESS Grant Technical Assistant Kent Farnsworth: September 30/October 1

a. Plans for the PRESS “Big Meeting” on September 30th-noon

Will begin with a video (Lynne), pizza, cake, feature on mini grants and Kent will say a few words, then break up into 4 groups: Mini grant, EA, CSS, and SI.

b. Other meetings with Kent – he will let us know who he wants to see.

In process: the writing of a case study about making policy around CSS. This will be used as a teaching tool for other ATD colleges. Outline due later in the fall.

B. ATD Coaches Jim Tschechtelin and Terri Manning: November 6/7 –

- This is likely to follow the usual format. Core Team will meet on Nov. 6 (with Jim and Terri) instead of Nov. 20. Details will follow.

3. Brief Reports from Strategy Teams: Plans for the Coming Year

A. First Year Experience - Janice Rogers

- Claire organized a great training in June – 42 faculty and staff attended
- 2 new trainees will shadow faculty in the fall (staff)
- Expansion to high schools – need to increase faculty pool. Problem is commitment for a year – schedule alternates between Fall & Spring – currently interviewing
 - Consider hiring a temporary full time faculty member
 - Consider a full time faculty member in English also
- Developed a hybrid CSS for summer for HS sophomores
- Plan to pilot use of rubrics to assess course outcomes in the fall
- Developed a graduate course on FYE for Salem State and Endicott
- Future direction – emergency meeting will be held – propose discipline specific CSS – will start with Humanities, Behavioral Science, and Math; required for Liberal Arts students?

Early Alert – Dawna Perez

- Upcoming year continue the same as last year
- Starfish software is on hold
- Will continue to utilize student academic progress reports
- 1370 reports turned in for the spring for 747 students, 306 students were flagged.

B. Culture and Equity – Josh & Magdalena away today. Bill Heineman presented their report.

- Bill said now that this group is entering year two, he is encouraging them to decide how to measure success.
- Looking at a diversity rubric NERCHE has one which they are looking into using.
- Possibly a pre and post employee attitude toward diversity issues.
- They are proposing workshops for faculty on teaching in diverse classrooms.
- A visit to South Texas College is planned. Purpose is minority student support.
- They are working on diversifying staff/faculty – more social events in Lawrence – a mixer to bring in potential adjunct faculty to get our base more diverse.
- They are looking for someone to advocate for full consideration of all candidates on search committees. Always the same people serving on these committees.
- Lane suggested reviewing our procedures with the team and HR to decide if more stringent requirements are necessary to improve our chances of hiring diverse faculty and staff.

C. Transitions to Academic Success – Trish Schade not present to report on this

4. Other Business

- 5 people will visit Mohawk Valley Community College in NY next week. As a leader college, will talk to them about our experience.
- **Sept. 18 next meeting – will be held in the White Fund Room, Amesbury St. Lawrence.**