



Strategic Plan: Goal Three

Meeting Minutes
September 8, 2014
3:00-4:00 pm SC213

Present: Melba Acevedo, Donna Bertolino, Linda Giampa, Mike Hearn, Susan Martin, Marilyn McCarthy, Lynne Nadeau, Joan Scionti, Josephine Sebagisha, Sue Shain, Shar Wolff, Janice Rogers

1. Welcome and Introductions

We welcomed new members Shar Wolff, Assistant Dean (TAPS Division) and Josephine Sebagisha (Student, Student Senate rep).

2. Review Goals and Objectives for 2014-15 (see attachment).

3. Updates from Subgroups

Accessible Media-

- Created a professional development plan

- Established a funding and resources team to secure funding not received in FY15 budget

- Created a webpage resource for faculty, staff, and students

- Approached Lane Glenn for endorsement of subgroup's efforts to comply with federal regulations

- See detailed notes on Project Teams, below

Tutoring Center-

- Establishing a faculty advisory board to meet with tutors about curriculum and materials

Other tutoring-

- The Art Department is planning to have embedded tutors for sculpture classes, funded by the department; the Music Department continues to hire tutors for their classes

- Embedded tutors funded in college budget and grants for modularized math sections

Library-

- Hired a student intern @\$10/hr for 50 hours using Title V funding to provide student technology support (schedule distributed)

- Opening a new Information Literacy Lab on October 1st in the Dimitry Building, 1st floor

Degreeworks-

- Customized upgrades made in July using a virtual server on a different platform

- Planning to launch upgrades over Columbus Day weekend, but no changes will be visible for spring preregistration

- Creating reports in ARGOS that will be visible in BANNER for example: #plans by advisor and flagging of plans that need updating

4. Meeting schedule for 2014 - 2015

Mondays 3-4pm (SC213)

2014: 9/8, 10/6, 11/10, 12/8

2015: 2/2, 3/2, 4/6, 5/4

Notes from the Accessible Media Sub-Committee

Fall Meetings:

Monday-9/29 2-3pm

Monday-10/27 2-3pm

Monday-11/24 2-3pm

Monday-12/15 2-3pm

We know not everyone will be able to attend all general Accessible Media Sub-Committee meetings; therefore, we will also be creating smaller **Project Teams** to work on certain goals *for example:*

Project Team 1- Creating an Accessible Media Professional Development Plan (i.e.: work with Center for Professional Development to plan workshops etc.)

Project Team 2- Developing Accessible Media Funding/Resources – i.e.; help create “brief” materials or summaries to submit to funding/grants)

Project Team 3- Developing and refining the Accessible Media Web Page Resources. (NECC -Accessible Media Web resource pages, compliance checklist)