

## **Minutes for the ATD Meeting**

November 17, 2014

The Achieving the Dream Core Team met Monday, November 17, 2014, at 10:00 a.m. in Room 124 of the Logistics Center. Those present were Michelle Lilly-Williams, Joy Knighton, Debra Jones, Emmett Griswold, Dr. Shirley Armstrong, Angela Davis, Daa'Iyah Salaam, Troycia Webb, Drenda Davis-Jackson, Regina Watts, Rhonda Gordon, Beth Brown, Dr. Mary Richardson, and Dr. Lisa De Jesus.

### **I. Review/Approval of Minutes**

Michelle Lilly-Williams brought the meeting to order and welcomed everyone. After the minutes from the last meeting were reviewed, Joy Knighton made the motion to accept the minutes as presented with a second by Regina Watts. The motion passed.

### **II. Reintroduction of ATC Board of Director's Representative**

Rhonda Gordon, who is a member of the ATC Board of Directors, was welcomed back to the ATD Core Team. Due to low attendance at her first meeting, she was introduced again to members, and all of them stated their names and duties.

### **III. Update on Data Submission**

Ms. Lilly-Williams asked about the status of ATD data submissions. Angela Davis said she was not sure if the system office had complied with the deadline and that Dr. Kim Lee would know.

### **IV. ATD Updates**

Under ATD updates, Ms. Lilly-Williams discussed the DQP/Tuning Coach option and explained its significance to others present. She also called for suggestions of prospective ATC students to attend the Dream 2015 Conference February 17-20. Research would determine worthy representatives. The college would be responsible for the travel costs. ATD would provide conference registration and select meals, a stipend of \$250, hotel accommodations, and a customized learning experience by renowned educator, Dr. Joy Hardiman.

### **V. End-of-Year Reports**

Joy Knighton summarized the Faculty Engagement Committee progress, which includes successful fall staff development days led by Jill Mash and Kristel Baranko, the beginnings of a faculty institute, submission of Faculty Council bylaws to the college president, and a review of the instructor evaluation forms.

Drenda Davis-Jackson reported on Priority One: the Start Right initiative. The Welcome Desk/Start Right initiative is evolving with this institution's mindset of continuous

improvement. Preliminary results yield that from May 14, 2014, until October 21, 2014, there were 13, 665 duplicated visits to the Start Right Desk. These dates include registration opportunities for both summer and fall terms. For the Summer Term (May 14, 2014- May 25, 2014), there were 175 duplicated visits, 67 unduplicated visits; 32 of the 67 that visited the SRD actually enrolled for summer term. For fall term (May 14, 2014 – August 26, 2014), there were 8932 duplicated visits for A- B Term, 2866 unduplicated, 1614 students actually enrolled. For C-D (August 26, 2014) terms, there were 4733 duplicated visits, and 1803 unduplicated, with a total of 196 students actually enrolled in C-D Term.

In the interest of time, other subcommittees were instructed to prepare a written report and be ready to give a five minute presentation on the status of interventions, barriers/concerns, the evaluation plan, and the students' progress on the Five Metrics at the next meeting.

**VI. Next Scheduled Meeting**

Ms. Lilly-Williams announced the next ATD Core Team meeting would be held on Monday, December 1.

Debra Jones,  
Recorder