

Minutes for the ATD Meeting

February 11, 2013

The Achieving the Dream Core Team met on Monday, February 11, 2013, in Room 125 of the Logistics Center, beginning at 10:00 a.m. Core Team members present were Shirley Armstrong, Lisa De Jesus, Calvin Lee, Elizabeth Brown, Joy Knighton, Tomekia Cooper, Regina Watts, Wendy Howell, Emmett Griswold, Don Laye, Angela Davis, Vicki Tucker, Mendi Warren, Debra Jones, and student representative/SGA president, Aamir Greene.

The meeting agenda was as follows: I. Welcome, II. Minutes, III. Old Business of Focus Groups and Community Affairs / Advisory Committee Luncheon, IV. New Business of the AtD Conference Update and AtD Coaches' Visit, V. Adjournment.

After a welcome to all by Ms. Armstrong, Mr. Griswold introduced Elizabeth Brown, the new Prior Learning Assessment (PLA) coordinator. Ms. Armstrong then asked everyone to review the minutes from the last meeting. There were no corrections or additions, and the minutes were approved as presented.

The group addressed the new business first with reports from attendants on the AtD meeting in Anaheim. All pledged to complete written reports to share. The conference should prove to be a good source of ideas, information, and resources as Albany Tech continues the process. Ms. De Jesus deemed the trip "very valuable," and her focus on student affairs included a holistic approach to registration, the success of first year experience courses, and courses tailored to match student demographics. Mr. Laye said faculty development was his focus at the conference. Mendi Warren followed a data focus.

The next topic of discussion was the March 6 visit by the AtD coaches. Core Team members were encouraged to contribute to the agenda for that meeting, which will coincide with the Community Affairs/Advisory Committee Luncheon.

In regard to the old business, Ms. Tucker distributed the edited script for the focus group facilitators and a matrix for the recorder to use during the focus group. The Data Team members will organize focus groups on frequently failed courses and online vs. traditional courses. Discussion continued about participant selection, protocol, and incentives. Ms. De Jesus will concentrate on the focus group topic of deadlines. She will meeting with the student engagement committee and plot their strategy. Mr. Laye volunteered to be responsible for advisement focus groups. An outline on focus groups should be available at the next meeting.

The final item to be discussed was the Community Affairs/Advisory Committee Luncheon. An accurate count of participants is critical due to the maximum capacity of the Kirkland Building. Ms. Armstrong announced the Logistics Center could accommodate an overflow. Interest cards and giveaways were suggested. Part of the program will be dedicated to AtD.

The meeting adjourned with the next scheduled meeting set for Monday, February 25.

New Business included an inquiry about the AtD newsletter publication schedule. Another issue is due soon, and an issue per semester is the goal. Difficulties in reporting our data to AtD was noted, and Warren said the new script being run by IT should solve the problem. The Community Affairs Kickoff/Advisory Committee Meeting to be held March 6 will coincide with the AtD coaches' visit. The mayor and chamber president will be among those invited, along with key business representatives and board members. Ideas for the program were generated, and giveaways to promote AtD were discussed. Student and faculty engagement should be continuing. The college needs to work to push AtD in the curriculum. Tucker said the data coming out of the focus groups will be shared, and changes could result. All agreed faculty involvement is a key factor.

The meeting was then adjourned. The next scheduled Core Team meeting is on February 25.