

## **Minutes for the ATD Meeting**

August 20, 2012

An Achieving the Dream Core Team meeting was held Monday, August 20, 2012, in Room 125 of the Logistics Center, beginning at 10:00 a.m. Those present were Vicki Tucker, Shirley Armstrong, Lisa DeJesus, Angela Davis, Tomekia Cooper, Joy Knighton, Kristel Baranko, Emmett Griswold, Elizabeth Deming, Wendy Howell, and Virginia Parker.

Ms. Armstrong welcomed everyone and advised that the minutes from the last meeting will be sent out at a later date. She made mention that some members may be out as faculty is returning to work and may be tied up with students.

Vicki offered a report from the Data Team. She informed the team that she had sent the draft of the Planning Year Work Plan to the Data Coach and expected to have her feedback before August 30<sup>th</sup> so that we can meet our August 31<sup>st</sup> deadline. She reminded Ms. Armstrong that the budget had not been completed but would need to accompany the Work Plan as a full package to be submitted August 31<sup>st</sup>. Ms. Armstrong and Joy will work on the budget. Vicki briefed the team that the Data Team met last week, at their regularly scheduled meeting and continued to have discussion about ATC's pipeline. However, there is resistance in pushing forward until the data is submitted and returned. Vicki did offer some relief on that issue in that she had a recent conversation with Jan Lyddon, the Data Coach, and expressed the Teams concern about feeling strongly on addressing areas that have been an issue for quite some time and acknowledged that the existing data is already showing such. Jan Lyddon gave the go ahead that if there are already "Loom Large" items that we think are problem areas, there is no need to wait for the data. Also, Vicki informed the team that the Coach and Data Coach will need about two (2) hours with each team, faculty & staff and will have an exit meeting with Dr. Parker.

Vicki informed the team that if they had not had the opportunity to review the Planning Year Work Plan, they can still do so and provide any additional comments to Angela. Elizabeth asked if modifications can be made during the year, if needed and the response was yes. This is a working plan. Ms. Armstrong suggested we wait for guidance from our Coaches before we begin making changes. Ms. Armstrong commended the team and feels that we are on track.

Elizabeth reported on the newsletter and asked about including the Work Plan in the newsletter and discussing how it came about. The team agreed that it should be included in the initial newsletter. The question was posed on how often the newsletter will be published

and it was suggested quarterly; with the first issue coming out before the first Advisory Committee meetings. However, there will be a “mini” newsletter featuring information about the “kick-off.” Ms. Armstrong suggested there be a name for the newsletter. Elizabeth and Wendy will work on this.

Next, a report was given from the Kick-off committee. Krystal distributed templates of what the game play will consist of. She went over the templates discussing who the players will be, what types of barriers they will face and how everyone will start off on equal playing fields. Krystal offered the team to submit any additional barriers that they may be aware of that are not listed on the handout. Krystal informed Ms. Armstrong that she will submit the final cost for the kick-off to her by close of business today.

Joy updated the team on the planned activities for the week leading up to the 20<sup>th</sup>. There will be faculty engagement, which will include a speaker and a pep rally featuring Monroe High School band. Ms. Armstrong informed the team that she has made several attempts to reach the speaker (David Dobson) but has been unsuccessful. She indicated that she will continue to try to reach him or attempt to find someone just as knowledgeable to speak on “equity.” Virginia Parker asked that Joe Najjar be briefed on the proposed activities and be able to update the Board at the next Board meeting. Ms. Armstrong will handle.

Lisa updated the team on the status of the student engagement. She indicated that they are still searching for students that will be willing to be a part of this team and be the voice for the student body. She will be soliciting referrals/recommendations from faculty. Also, the faculty members that will be part of the student engagement committee will come from recommendations from the Deans.

A recommendation from the communications committee is that Regina Watts be the lead reaching out to the high schools and Wendy Howell be the lead in reaching out to the media, chamber etc.

A suggestion was made to invite Foundation Board members, ATC Board members and key stakeholders within the community to hear the speaker on “equity.”

It was noted that the next scheduled meeting is on Labor Day and the college is closed. Ms. Armstrong asked the team to check their schedules and tentively arrange to meet on Tuesday, September 4<sup>th</sup> at 10:00.

Meeting adjourned.