



Core Team Meeting

February 6, 2012
1:00 – 2:00 p.m.

Minutes

MEMBERS PRESENT: Bob Austin; Dr. Mike Bellah; Diane Brice (Data Team Member); Lee Colaw; Pam George; Melody Graves; Ellen Green; Dr. Lana Jackson; Kara Larkan-Skinner; Dr. Russell Lowery-Hart; Dr. Paul Matney; Danita McAnally; Charlotte Rhodes; Mark Rowh; April Sessler; Jeannetta Smiley; Renee Vincent; Dr. Kathy Wetzel
Recorder: Joy Brenneman

MEMBERS ABSENT: Dr. Tamara Clunis; Sharon Doggett; Danielle Flowers; Victor Montes; Tony Thomas

OVERVIEW COACHES' COMMENTS FROM LAST VISIT

- Coaches were complimentary of our efforts; verbal "pat on the back"
- They like the four initiatives AC has chosen
 - FYS/QEP
 - Course Redesign
 - Tutoring Expansion
 - Poverty
- Now we get to start building in some action...the fun part.

Other comments:

- Paul has received some best practices pamphlets from Kay McClenney. AC is on the right track and is already doing many of the things listed
- An Achieving the Dream Trustees Institute will be held in the Spring. John Hicks and Michelle Fortunato from our Board will be attending

LATE REGISTRATION SUBCOMMITTEE RECOMMENDATION (Diane Brice)

Philosophy behind change – students who register late normally don't do well

Subcommittee Recommendations:

- Registration will end last business day before the semester start day (e.g. classes start on Monday, last day to register would be Friday)
- Students purged on last day to pay would still have time to register and pay as you go
- Classes beginning after the first week of school (block classes) would have a registration deadline of last business day prior to first class meeting
- First two days of classes – schedule changes and adds would be allowed

Discussion:

- Enrollments will decline
- Culture shift
 - Should expect completion and retention rates to go up
 - Focus not on numbers coming in but on numbers going out
- Offer late start courses (3-weeks later)
- May not grow enrollment but could help manage it and help students become more successful

ACTION:

- Diane will take recommendations to Deans Council
- Subcommittee will continue to meet
 - Consider recommendation to manage Fall & Spring Too classes
 - Get input from advisors
 - Consider leader colleges/WT's policy
 - Get implementation plan in writing
- Work with Ellen's office; marketing the new deadlines

STRATEGY DEVELOPMENT AND DREAM INSTITUTE (Russell Lowery-Hart)

Russell asked AtD team to review workshop offerings for the D.R.E.A.M. Institute and suggest which they would like those attending the Institute to take part in. The workshops will be held:

- February 29 Wednesday, 9:45
- February 29, Wednesday, 3:30
- March 1, Thursday, 1:45

Recommendations were given to Russell.

POLICY AUDIT UPDATE (Bob Austin)

- Better described as practices and procedures
- The task force has identified content owners for each policy area (see below)
- After policies are completed, they will be put into a Wiki and made available for review and input (will become a living policy audit document)
- AtD Team will need to identify our No Excuses/AtD filters and run the policies through those filters

Area	Content Owner	Area	Content Owner
Advising	Jason Norman	Mission Statement	Paul Matney
Admissions	Diane Brice	Out-of-Class Interaction	April Sessler
Assessment & Placement	Melissa Wilson	Orientation	April Sessler
College Success Course	Lana Jackson	Planning, Resources & Budgeting	Danita McAnally
Completions	Russell Lowery-Hart	Professional Development	Patsy Lemaster
Counseling	Jason Norman	Research & Policy Development/ Use of Evidence	Danita McAnally
Curricular Alignment	Russell Lowery-Hart	Scheduling	Russell Lowery-Hart
Degree Audit	Diane Brice	Student Learning	Russell Lowery-Hart
Developmental Education	Tamara Clunis	Student Responsibility	Bob Austin
Diversity & Equity	Russell Lowery-Hart	Teaching Practices	Russell Lowery-Hart
Early Alert	Bob Austin	Technology	Lee Colaw
Financial Aid	Kay Mooney	Transfer Policies	Jason Norman
Institutional/ Organization Student Success	Tamara Clunis	Transportation	LuLu Cowan
Institutional Research Capacity	Danita McAnally	Tutoring	Charlotte Goebel
Late Registration	Diane Brice	Undecided/Undeclared Students	Jason Norman
Late State Classes	Russell Lowery-Hart	Business Processes	Not assigned
Learning Communities	Russell Lowery-Hart		

NEXT STEPS

Announcements

- AC has just been approved as the first No Excuses College by the No Excuses Board
- AISD is meeting this week to establish Amarillo's first No Excuses High School (Tascosa)

ACTIONS:

- AC will need to incorporate the No Excuses Banner in our logo; Ellen is working with John Chaka on a contest for students to come up with some logo ideas for the AtD team
- There is currently a No Excuses contest to produce a video and t-shirt
- The nine attendees at the D.R.E.A.M. Institute will attend the suggested workshops, design a plan to meet our four initiatives, and bring back to the AtD team

NEXT MEETING: March 5, 2012; 1:00 – 2:00 p.m., Library 113