

ATD Leadership Team
September 24, 2019
2:00 p.m.
President's Conference Room

Present: Shanay Wright, Dave Kietzmann, Dr. Stephen Nacco, Dr. Penny McConnell, Bob Mattson, Dr. Burcu Carlon, Carla Boyd, Dr. Dwight Lucas, Dr. Jonathan Wade, Stacy Ehmen, and Rebecca Doss

I. Welcome New Team Members

- a. Shanay Wright welcomed Dr. Wade, Dr. Lucas and Dr. Carlon to the team and thanked everyone for attending.

II. Updated Key Performance Indicators

- a. Bob Mattson provided an overview of the new format for Key Performance Indicators (KPIs). He stated that there is a persistent gap between white vs black performance. Stacy Ehmen commented that the enrollment in Developmental courses has decreased and could possibly skew the data. Bob Mattson stated that last year's retention rate dropped due to the increased job market. He shared data from the adjustment to the placement scores and noted that there was no change with students placed in the college level math courses last year. He stated that students placed into college level English courses are scheduled to be evaluated this year.
- b. Shanay Wright asked if Bob Mattson could visit each ATD team to share the information from the Key Performance Indicators and discuss ways that the team could help with closing gaps. A discussion ensued regarding the various ATD teams. Dr. Burcu Carlon asked if night classes are offered in each discipline. Bob Mattson responded that classes are scheduled but do not run due to lack of enrollment. A discussion ensued regarding Blackboard training, computer lab schedules and the dates and times classes are offered. Stacy Ehmen stated that the KPI's should be a big part of the governance structure and that decisions should be made based on the data. Carla Boyd suggested that an email should be sent out to encourage everyone to review the Key Performance Indicators.

III. Leader College Recertification Application

- a. Shanay Wright reported that the deadline for the Leader College Recertification Application is approaching fast. She reviewed the application with the team and asked for additional input. Bob Mattson suggested that the Mobile App and Tool Box be removed at this time since the projects are in the beginning stages and to save on words. Dr. Jonathan Wade suggested to present it through themes with one or two pieces of data information. Shanay Wright stated that she will make the necessary revisions and submit the application on or before Friday, September 27, 2019.

IV. ATD Coach Visit

- a. Shanay Wright reported that Dr. Luzelma Canales is scheduled for the ATD Coach Visit on December 5 and 6, 2019. She shared the schedule from the 2017 ATD Coach Visit and asked for input regarding revisions. A discussion ensued regarding the student lunch during the coach visit and who should be invited. A suggestion was made to invite part-time, tool box and gaming students. Stacy Ehmen recommended that the visit schedule be built around the ATD Teaching and Learning teams work schedule. Stacy Ehmen asked for the Key Performance Indicators report be sent to Dr. Luzelma prior to the coach visit for her review.

V. Items from the Floor

- a. Bob Mattson shared the Process Umbrella committee idea that was presented at the September 23, 2019 Expanded College Cabinet meeting and provided an overview. He noted that the Process Umbrella committee would oversee both ATD and CQI committees. A discussion ensued regarding the meeting format and a template for committee reporting. Bob Mattson stated that a master agenda is needed as well as a calendar designating when teams would provide a report so no team gets left out. Shanay Wright asked if this idea should be taken to the governance forum for voting. Bob Mattson stated that governance and upper administration must be on board for the idea to work.

Next Meeting: TBA

Meeting adjourned at 2:58 p.m.

Minutes recorded by Rebecca Doss