

ACHIEVING THE DREAM

MEETING MINUTES

MAY 14, 2020

Member Present: Laurie Chancey, Michele Howard-Swan, Joseph Berenguel, Stacey Musulin, MaryBeth Rajczewski, Jill Rushbrook, Teresa Foley, Yhara Zelinka, Qing Mack, Tim St. James, Marisa Rubera, Jennifer Anilowski, Amanda Looney-Goetz

Members Absent: Amely Cross, Cat Carter, Sam Irizarry

Jill called the meeting to order at 2:30.

Agenda Items

1. **Review of minutes** – May 2, 2020 minutes approved.
2. **ICAT virtual sessions – April 30, 2020**

Jill requested overall feedback from the group

Jen Anilowski felt it went well and that the length was appropriate. She likes the ZOOM virtual platform and wished it can be used more.

Laurie C mentioned it was hard for the smaller group that she participated in to look past this current situation. Laurie mentioned that she did like the breakout sessions for discussion and suggested it might be something we could use for All College meetings.

Jill displayed a graphic of a survey given to participants. 35 people responded out of 88 participants which is a good outcome. Comments point to breakout discussions being useful. The weakness of the instrument came out in comments.

Jill presented the summary of the notes taken in the breakout sessions summarizing the strengths and areas of improvement. Discussion among the group stated that communication concerns were evident and magnified by the new email policy. Accountability issues were brought up regarding processes. For example, it was discussed that faculty are not required to use Starfish or Degreeworks when it comes to advising and student appointments, so it is sometimes more difficult to support students and see all notes from all areas. This document will be shared with Cabinet and available for review on Teams.

3. **Communications Team**

A webpage has been created at www.asnuntuck.edu/achievingthedream. Tabs for the website were displayed bringing up a question as to the location of the success statement. It is currently located under accomplishments and not on the forefront of the web page. Discussion continued about how the success statement should be promoted. It was mentioned that it should be in the catalog, booklets, website (under About Us), and more prominent.

Action ITEM: Communications Team will craft an email announcing the website.

4. Equity Statement

Michele Howard-Swan presented the newly created equity statement to the team. Questions were raised about the source wording for the footnote. **ACTION ITEM:** Michele will check the similarity of the footnote to the sources used.

A few formatting and wording changes were made, and the statement was approved.

The equity statement will be presented to Faculty Council and College Council in the Fall for approval.

5. Action Plan

The Action Plan is due soon. We are responsible for completion the first four sections and a few meetings over the Summer will be needed. Jen, Teresa, Qing, Stacey, Joe, Michele, Amanda, Yhara, and MaryBeth all agreed to potential meeting dates in the summer.

6. Data Team

Qing presented the SENSE 2019 findings for ACC. This is the fourth time in 10 years that the survey has been done. The survey is given during the first few weeks in a semester. 132 responses were collected, and benchmarks shown from 2009, 2012, 2015, and 2019.

There are 3 benchmarks below 50 which is the national average.

- High Expectations and Aspirations
- Clear Academic Plan
- Effective Track to College Readiness

Questions were presented in each section with percentage of answers. Data was reviewed in these sections with some discussion of using policy creation and decision making to increase numbers in these areas.

Transfer data was quickly shown. Transfer numbers show that in a three-year period 40% of ACC students will have taken a class at a 2-year or 4-year school.

7. Looking ahead

ACTION ITEM: Invites for summer meeting(s) will be sent out and the group was asked to review ICAT result and takeaways and decide what we want to take action on.

Meeting adjourned at 4:30

Minutes respectfully submitted by Michele Howard-Swan