

ACC Meeting Name: Achieving Excellence Committee

Draft Minutes

Meeting Date: June 19, 2009

Time: 9:00am to 11:00am

Location: HBC, Room 301

Chair: Soon Merz

Co-chair: Ron Johns

Members Present: Sheila Ammons, David Borden, Kathleen Christensen, Steve Clary, Avy Gonzalez, Ron Johns, Virginia Lawrence, MaryJane McReynolds, Soon Merz, Theresa Moore, Caryn Newburger, Charles Quinn, C. Jason Vidrine, Roslyn Wallace, Kathy Walton, Kirk White, Judith Wynn

Absent: D'Maris Allen-Mierl, Zach Corbell, Sylvia Galvan Gonzalez, Lyman Grant, Norma Jacobs, Mike Midgley, Nancy Miller, Martha Perez, Kyle Pierce, Margaret Reid, Chris Rosales, Julie Wauchope, Diane Whitley-Bogard, Judge Worsham, Sabrina Worsham, Cleburn Zwernemann

Agenda Item 1: Review Minutes from 4/17/09 meeting

Presenter: S. Merz

Discussion: The minutes from April 17th will not be approved at this time because the meeting agenda was not completed. It will be continued today.

Decisions/Actions: As a correction and update on agenda item 1, Soon reported that Mike McCarthy has returned to teaching and will not be attending the SACS Summer Institute in July as part of the 5 member team from ACC. Roslyn Wallace will replace Mike, and Nancy Miller will join the team.

Agenda Item 2: Update on the SSR

Presenter: S. Merz

Discussion: Soon reported that ACAC approved the 5 steps.

Decisions/Actions: Soon will send everyone the new 2 page version of SSR.

Agenda Item 3: Update on SLO

Presenter: R. Johns

Discussion: Ron presented the matrices that will be used to record the student learning outcomes for all transfer and workforce programs so as to present them in a standardized format. He also discussed how the outcomes will tie into other college processes such as the IPR, ULEAD, SACS reporting, etc. The goal is to complete the compilation of student learning outcomes by the end of the Fall semester.

Decisions/Actions:

Agenda Item 4: QEP

Presenter: S. Merz

Discussion:

- a) Soon gave brief refresher of the previous group activity to identify “What issues hinder student learning at ACC?” Question was reframed to say “What can the institution do to help the students succeed?” Additional ideas were added to the previous list, discussed and displayed for consideration and grouping.
- b) Participants worked together to group similar factors that hinder student learning, then named the grouped categories and prioritized the groupings from most to least important. The compiled groupings are attached at the end of these minutes.
- c) The parameters for selecting the QEP topic require the committee to first come up with a small set of topics that are narrow in focus, from the areas previously identified as important ways to help our students succeed. These would be the starting point to get communication going and the college community thinking and talking. The goal is to develop a process to gain broad based participation by the college community in selecting a QEP topic.
- d) The process to identify a final QEP topic will be developed around how to get the information out and how to solicit input. We need to determine the following:
How to communicate? What to communicate? Develop a timeline.
Address the reasons people should care, i.e. the benefit of QEP so people will understand how it affects me as faculty, staff, or as a student.

Decisions/Actions: None

Follow up Items and Responsible person: At next meeting, come up with specific topic areas that can be used as a launch pad for selecting a QEP topic.

Agenda Item 5: AEC Fall Planning Meeting & Other Business

Presenter: S Merz

Discussion: The next AEC meeting will be in September. We need to discuss a possible planning retreat to talk about what we will do next year.

Decisions:

Follow Up Items and Responsible person: Soon will send out a message via email about this.

The meeting was adjourned at 11 a.m.

Next meeting: September 18, 2009

Groupings for Item 3c (Strategies for addressing barriers to student success)

1. Actionable Data (**12 votes = 23.1%**)
 - Data at the department level
 - Provide data that can be used
 - Measure impact or outcome(s) for “initiatives” that target student success
 - ACC asks students why they were unsuccessful
 - “Mandatory” based on data. (courses, prerequisites, orientations, etc.)
2. Personal Connection w/ ACC (**11 votes = 21.2%**)
 - Have a family day
 - ACC student personal connection to the ACC brand
 - Increase student ROI (in terms of time, \$, effort)
 - Improve student connections within ACC
 - Have a “parent’s day”.
 - Develop a sense of community (virtual, web 2.0, social, human connection)
 - Student radio and TV communication
3. Human Connection (**7 votes = 13.5%**)
 - Implement and enhance existing faculty advising program
 - Telecounseling
 - Personal Touch connection mentoring
 - Faculty mentors for student
4. Professional Development for Faculty (**6 votes = 11.5%**)
 - Faculty professional development on educational strategies
 - Use of more active-learning technology
 - Professional Development on pedagogy
4. Mandatory if Appropriate (**6 votes = 11.5%**)
 - Eliminate late registration (so students are there on 1st day of class)
 - Identify Student needs up front; target appropriate services to those needs
 - College readiness transition target learning outcomes
 - Require more students to take study skills class
 - More students required to take study skills classes
 - Students need better understanding of what faculty expectations are
5. Orientation (**5 votes = 9.6%**)
 - Re-vamp content/curriculum, have an extended orientation
 - Students have clear expectations by faculty
 - Orientation to include clear expectations for Course level study
 - Better student orientation
 - Communicate realistic expectations to students
6. Academic Support (**4 votes = 7.7%**)
 - Collaborative learning groups to get more students engaged
 - Focus more of ACC’s resources (human, \$, physical) directly on student success/support
 - More Supplemental Instruction offered
 - Freshman learning communities
7. Faculty Resources (**1 vote = 1.9%**)
 - Expand faculty recruiting efforts
 - Open up more course sections
 - More full time faculty
 - Better faculty salaries
8. Follow-Through (**0 votes = 0.0%**)

Target each specific group directly (Listservs)
Use Social Networking (Twitter)
Match what we say we do with what we actually do

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