

ACC Meeting Name: Achieving Excellence Committee

Meeting Date: May 21, 2010

Time: 9:00am to 11:00am

Location: HBC, Room 301

Co-chairs: Soon Merz and Ron Johns

Members Present: Amanda Karel, Denise White, D'Maris Allen-Mierl, Jason Vidrine, Kathy Walton, Kirk White, Margaret Reid, Martha Perez, MaryJane McReynolds, Ron Johns, Soon Merz, Stephanie Hawley, Steve Clary, and Sylvia Galvan-Gonzales.

Support Staff: Judith Wynn, Rhonda Boyce

Members Absent: Arnold Perez, Caryn Newburger, Charles Quinn, Cleburn Zwernemann, Constance Elko, David Borden, Diane Whitley-Bogard, Hector Aguilar, Joshua Bacak, Julie Wauchope, Kathleen Christensen, Lyman Grant, Merilee Shopland, Michiel Davis, Mike Midgley, Rich Griffiths and Roslyn Wallace.

Agenda Item 1: Approval of Minutes from February & April meetings

Presenter: Ron Johns

Discussion: Kirk moved to approve the February minutes. D'Maris seconded the unanimous vote. Cathy moved to approve the April minutes. D'Maris seconded the unanimous vote.

Decisions/Actions: The minutes for February and April were approved.

Agenda Item 1a: Revision to AEC Procedures

Presenter: Ron Johns

Discussion: The committee discussed the frequent lack of quorum at AEC meetings and how this prevents the committee from conducting business and making decisions. To resolve this issue Ron moved to pass the following resolution: "Resolved in the absence of quorum, a unanimous vote of all members present, numbering at least 10, constitutes a valid vote of the committee as a whole." The motion was seconded by D'Maris and passed unanimously.

Decisions/Actions: The new procedures for voting are effective as of the June meeting.

Agenda Item 2: Update from QEP Subcommittee

Presenter: Amanda Karel

Discussion: Amanda reviewed the QEP process and SACS's expectations for the Quality Enhancement Plan. The QEP timeline developed by the QEP subcommittee was reviewed and discussed. Discussion focused on the need of AEC and Student Success Initiative Steering Committee to carefully coordinate activities to meet the deadlines in the timeline and highlighting the role of data within the QEP timeline. Updates were given as to what ACC has completed in this process. The next step will be to launch the communication campaign educating the ACC community about the QEP. D'Maris made a motion that AEC recommend the timeline as modified. Kirk seconded the unanimous vote.

Decisions/Actions: The August AEC meeting was cancelled due to the scheduling conflict with Fall General Assembly. The revised QEP timeline will be presented to the Student Success Initiative Steering Committee and Dr. Kinslow.

Agenda Item 3: Update from SLO Subcommittee

Presenter: Ron Johns

Discussion: Ron presented diagrams showing how the different assessment processes at ACC work together. He also reviewed a possible timeline for examining general education at ACC.

Decisions/Actions: No decisions/actions were taken.

Agenda Item 4: Update on the Student Success Initiative (SSI)

Presenter: Stephanie Hawley

Discussion: Stephanie presented an overview of ACC's involvement with the Achieving the Dream initiative and its connection to the SSI. Participation in Achieving the Dream provides ACC with numerous resources and guides them through the process of making systematic, data-driven decisions about student learning that lead to systemic institutional change, with broad engagement by the community. ACC's Achieving the Dream initiatives include mandatory orientation for first time in college students, the creation of a first year experience program and development/expansion of the faculty coach program. Additional initiatives will be added each year including an increase to the intrusive advising program model used in Developmental Math.

Decisions/Actions: Stephanie will continue giving AEC an update about the SSI every month.

Agenda Item 5: Update on SACS

Presenter: Amanda Karel

Discussion: Amanda discussed that SACS has made minor, yet critical changes to the Core Requirements and Comprehensive Standards that relate to assessment. These will be discussed at the June meeting. Also, ACC has been contacted by several software vendors about software products that help coordinate reaffirmation processes and assessment processes. Volunteers are needed to help review and evaluate the different software products to see if this is something the College should pursue.

Decisions/Actions: Martha Perez and D'Maris Allen-Mierl volunteered to assist with this project

Agenda Item 6: Assessment Survey Results discussion

Presenter: Amanda Karel

Discussion: Due to time constraints, this agenda item was postponed until the next meeting.

Decisions/Actions: No decisions/actions were taken.

Agenda Item 7: Adjournment

Presenter: Ron Johns

Discussion: No discussion.

Decisions/Actions: The meeting was adjourned at 10:50a.m.

Next meeting: June 18, 2010