

# ACC Meeting Name: **Achieving Excellence Committee**

**Meeting Date:** November 19, 2010

**Time:** 9:00am to 11:00am

**Location:** HBC, Room 201

**Co-chairs:** Soon Merz and Ron Johns

**Members Present:** Amanda Karel, Charles Quinn, Daniel O’Hanlon, David Borden, Denise White, D’Maris Allen-Mierl, Jason Vidrine, Laura Ore, Lola Cowling, Marcus Jackson, Martha Perez, Maggie Maher for MaryJane McReynolds, Robert Bermea, Ron Johns, Soon Merz, and Steve Clary.

**Support Staff:** Judith Wynn, Rhonda Boyce

**Members Absent:** Agnes Robinson, Constance Elko, Diane Whitley-Bogard, Hector Aguilar, Jennifer Gray, John Jacobs, Jose Hinojosa, Julie Wauchope, Kathleen Christensen, Kathy Walton, Kirk White, Lyman Grant, Margaret Reid, Merilee Shopland, Michiel D. Davis, Mike Midgley, Rich Griffiths, Rita Mathis, Rodney Hermes, Stephanie Hawley, Sylvia Galvan-Gonzalez.

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**Agenda Item 1:** Approval of Minutes from October meeting

**Presenter:** Soon Merz

**Discussion:** Laura moved to approve the minutes as written. Charles seconded the motion and the minutes were unanimously approved.

**Decisions/Actions:** The minutes for the October 15, 2010 meeting were approved.

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**Agenda Item 2:** Quality Enhancement Plan – Proposal prioritization

**Presenter:** Amanda Karel

**Discussion:**

- I. Kudos from members to Amanda and the AEC sub-committee for outstanding results and record number of student responses on the QEP proposal.
- II. Explanation of the QEP broad themes and prioritization procedure
  - A. 916 people submitted a total of 1,013 ideas; 167 did not meet SACS definition of student learning and were eliminated.
  - B. QEP subcommittee combined the remaining 846 ideas into 23 broad themes
  - C. Members divided into groups for discussion of broad themes and topics, then voted using colored stars (gold star counts 4, silver star counts 3, etc.).
- III. Results of Broad Theme prioritization:
  1. Learning Labs/Tutoring/Supplemental Instruction (29 votes)
  2. Self Directed Learning (26 votes)
  3. Pedagogy (25 votes)
  4. Advising/Counseling/Career Center (22 votes)
  5. (Tie) Placement (16 votes)
  5. (Tie) Distance Learning (16 votes)
  7. Student Engagement (12 votes)
  8. Mathematics/Numerical Literacy (6 votes)
  9. Communication Internal and External to ACC (4votes)
  10. Faculty/Staff/Professional Mentoring (3 votes)
  11. Technology (2 votes)
  12. (Tie) Financial Aid (1 vote)
  12. (Tie) Critical Thinking/Problem Solving (1 vote)
  12. (Tie) Admissions (1 vote)

15. – 23. (received 0 votes)

**Decisions/Actions:** The QEP broad themes were prioritized and will be sent to SSISC for further narrowing down. Amanda will email the QEP timeline to the AEC members.

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**Agenda Item 3:** Announcements

**Presenter:** Ron Johns

**Discussion:**

I. Compliance Certification and Assessment software (Soon)

A. Soon and Amanda will make a decision regarding the feasibility of purchasing new compliance software, training staff and implementing the software before the SACS visit. Due to time constraints in the selection of the assessment software, the decision was made to develop the database “in-house” as a temporary storage solution.

B. Marcus asked the committee for ideas and suggestions regarding possible strategies for increasing faculty input about their needs for assessment software and assessment activities.

II. General Education Task Force – San Jacinto visit (Ron)

A. Nov. 5<sup>th</sup> meeting- the GenEd Task Force analyzed the SWOT results and identified 28 general competencies in four categories.

B. Nov. 12<sup>th</sup> meeting-representatives from San Jacinto College met with various AEC faculty and staff to discuss their process for creating and implementing their new General Education program.

III. Other announcements – None.

**Decisions/Actions:** The Gen Ed Task Force will review the documentation from San Jacinto College and discuss if these strategies could be used for improving ACC’s General Education program.

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**Agenda Item 4:** Adjournment

**Presenter:** Ron Johns

**Discussion:** No discussion

**Decisions/Actions:** The meeting was adjourned at 10:40a.m.

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**Next meeting:** February 18, 2011 (room 201)