

## **ATD Core Team Meeting Minutes for January 25, 2017**

**Attended:** Dr. Regina Organ, Dr. Dava Washburn, Carla Fanning, Dr. Chase Machen, Barbara Malone, Carla Fanning, Leon Deutsch, Dr. Keri Harvey, Dr. Molly Harris, Dr. Debbie Smarr, and Cynthia Taylor (Support)

**Absent:** Dr. Jeremy McMillen

**Approval of Minutes from January 11, Meeting:** The minutes of January 11, 2017, meeting were approved, with a change in Dr. Harvey from attended to absent - a motion for approval given by Dr. Chase Machen and a second by Dr. Molly Harris.

**Discussion on Communication:** Dr. Organ shared an email from Dr. McMillen concerning the best way to communicate with GC employees. Dr. Organ has asked that meeting minutes from various meetings be sent to Derek Dalton to be placed on the website.

- Dr. Machen shared what Alamo Institute was doing. They do whitepapers on big initiatives, mini YouTube videos (5 minutes). Also, they bring in someone every month to share their perspective.
- Dean Deutsch shared that Prosper ISD Superintendent emails out a short YouTube video every week.
- Ms. Fanning shared that her church makes a (30 second to 1 minute) video each week and also uses Closed Captions.

The team thought these were good ideas and had a few suggestions to get things going.

- Someone suggested taking some photos or short video at the ATD Coaches visit tomorrow.
- Dr. McMillen could do a short video once a month.
- Video the Communication Council meeting so employees who were unable to attend could view.
- Dean Deutsch suggested we might do a video every other week after the ATD Core Team meets.

This could be placed on the website for everyone to view.

**College Success Council and Success Data Council:** Dr. Smarr indicated that these two committees have not really gone anywhere and have not been meeting. She stated that we need to have the “College Success Council” from a strategic planning standpoint and that the ATD Core Team has been serving in this role since its implementation. Dr. Smarr recommends the ATD Core Team serves as the CSC.

It was recommended that the Taskforce Chairs should be prepared to present a report of their activities to the Core Team at its next meeting.

- Course Completion Taskforce Co-Chairs: Dr. Keri Harvey and Mr. Steve Davis
- Online Program Expansion Taskforce Co-Chairs: Mr. Leon Deutsch and Mr. Mark Taylor
- Communications Taskforce Co-Chairs: Dr. Dava Washburn and Ms. Carla Fanning
- Pathways Taskforce Co-Chairs: Dr. Chase Machen and Dr. Kim Williams

Dr. Smarr suggested that a taskforce could be disbanded, and new taskforces added, as needed if the work of the taskforce had been met.

Dr. Smarr would like feedback on the College Success Council and Student Success Data Council at the next meeting on which direction we are moving.

It was also recommended that we have a representative from the South Campus on the ATD Core Team.

**Final Agenda for ATD Coaches Visit:** Dr. Washburn shared an updated copy of the agenda. Dr. Smarr shared a detail description for each scheduled session. Dr. Organ asked if we would like to provide a continental breakfast for Friday morning sessions. The group thought that would be a good idea. Cynthia Taylor will make the arrangements.

**Other:**

- Next ATD Core Team Meeting, February 8th