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ATD Core Team meeting summary
October 22, 2014

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Present: Randy VanWagoner, Stephanie Reynolds, Maria Ramos, Jill Heintz, Mark Radlowski, Maryrose Eannace, Matt Snyder, Jim Maio, Kim Overrocker, Jennifer DeWeerth, Joe Woodrow, Janice Lester Bell, Paul Katchmar, Emily Hantsch

DREAM Conference - Jill
- DREAM conference dates are February 17-20, 2015 and will be held in Baltimore, MD.
- Jill is determining travel budget for the event and should have more information on how many Core and Data team members will attend by the November 5 meeting.
- Our ATD Coach, David Hartleb suggested good representation of administration, faculty and staff.
- A suggestion was made to consider inviting "non" Core and Data team members depending on whether or not we have narrowed our direction for initiatives or implementation strategies.

Data summit conference call recap – Stephanie
- Randy, Stephanie, Maria, Jill and Mark participated in a conference call with our ATD Coaches on October 20 to discuss possible formats for the January Data Summit.

Suggestions were made to the following draft agenda:
January 15, 2015
8:30 a.m.   Welcome
8:45-9:15 a.m. Data Team introduces a few data findings to date
9:15-10:15 a.m.   Student Panel (amplifying students as previously introduced data points)
10:15-11:45 a.m.   Facilitated group discussions
11:45 – noon   Wrap up

- Length of summit – all agreed a half-day was appropriate for our first summit. A longer or all-day summit may work better as we progress with ATD.
- January Institute will be held the morning of January 14 followed by Data Summit on the morning of January 15. The consistency of the afternoons to advise was agreed upon as the best option.

Suggestions to the summit agenda/content included:
- Provide a clear purpose at the beginning of the day to guide people's conversations. Scripted facilitation guides should be developed for Core and Data Team members to use for the group breakouts.
- Periodically move people during the breakouts to keep them engaged in conversation and alert.
- Present key trends and/or correlating information.
- Play the finish line game as a warm up to the day using MVCC data points.
- Provide the data ahead of time for people to process and understand.

- Conversations outcomes could be submitted electronically and projected on screen at front of room – or recorded electronically in some manner. Larger group conversation would follow.
- Summit "dry run" when Barb visits in December.

Data Team update – Mark
- The Data Team has been meeting weekly.
- The Data Team have looked at the 5 indicators as recommended by ATD. In addition, they have looked at the link between developmental and college level courses.
- The Data Team will report to the Core Team on November 5.