

ATD Leadership Team
Tuesday July 12, 2016
2:00 pm

President's Conference Room

Present: Dr. Alice Marie Jacobs, Dave Kietzmann, Ashley Hargrove, Carla Boyd, Phillip Langley, Bob Mattson, Stacy Ehmen, Dr. Penny McConnell

- I. August Faculty and Staff In-Service Data Brief
 - a. An Achieving the Dream update will be shared with all employees at the August in-service. Emphasis will be placed on how substantial a 1% improvement in retention, persistence and completion can be, along with how every employee can help achieve these gains. Small tape measures will be given out to employees to represent measuring change.
 - b. An updated Data Brief will be shared at the August in-service and will be reviewed with employees during the ATD announcements.
Action Items:
 - Cindy will give the Achieving the Dream update and announcements at the August in-service.
 - Bob will provide an updated Data Brief at in-service and will review the information with all employees during announcements.
- II. October Faculty and Staff In-Service Sub-Team Summit
 - a. Information on problem of practice was distributed for review. Luzelma suggested this communication tool be utilized when the sub-teams meet together. This strategy will guide discussion and encourage the teams to work together on common goals. The leadership team will ask sub-teams to submit questions and items for discussion that will be listed on the problem of practice guide prior to the sub-team summit.
 - b. Scheduling a sub-team summit during the October in-service was discussed. This could be scheduled during afternoon meeting times at the October or January in-service. Future discussion will be needed as in-service schedules are planned.
Action Items:
 - Cindy will email the sub-teams and request questions and/or items for discussion during the sub-team summit. Cindy will add information from the sub-teams to the problem of practice
 - The team will discuss scheduling a sub-team summit at future meetings.
- III. Items from the Floor
 - a. Danville Housing Authority requested the Investigations: Getting Ahead class continue to be offered to clients at multiple properties in the community during the fall semester.
- IV. Next Meeting: During August Faculty and Staff In-Service
 - a. Wednesday, August 17 at 3:00 p.m.

Meeting adjourned at 2:41 p.m. CST.