

Coordinating Committee
Meeting Minutes
May 9, 2008
CCB 2402

Present: Barb Borg, Kathleen Collins, Tom Corcoran, Paul Folger, Faye Freeman-Smith, Cindy Johnson, Kim McHale, Catherine Miller, Dana Rosenberg, Steve Rummel, Allan Saaf, Doug Salokar, Rachelle Stivers, Johnny tenBroek, Brad Thomas, Kathryn Waterkotte,

Meeting was called to order by Cindy Johnson at 2:05 pm.

1) Action Committees - Final Reports

Campus Communication

Kim McHale presented a final report on the Campus Communication Action Project. The committee recommends that a Faculty Senate be established at Heartland Community College. Paul Folger moved to accept the proposal for the development of a Faculty Senate. Johnny ten-Broek seconded. The motion was unanimously approved. Alan Saaf (Vice-President of Instruction) will inform The Cabinet that the proposal was approved.

There was further discussion concerning implementation of supervisor feedback. Paul Folger indicated that supervisor evaluation had been institutionalized and would proceed.

Rachel Stivers requested clarification about the agenda of the Friday department meetings. Kim McHale noted that needed to be addressed in the future.

Paul Folger thanked the committee for their hard work.

Student Success

Brad Thomas and Faye Freeman-Smith presented the final report on Student Success. There was discussion concerning the feasibility of the Student Success Model and the most important data to collect and in what manner. Paul Folger indicated the need to address what could be done next to utilize the model. Faye Freeman-Smith suggested focusing on retention. Kathleen Collins suggested that the model was too ambitious and needed to be simplified. Brad Thomas and Faye Freeman-Smith indicated that they did not want to limit the next team to certain variables/constraints but offer a broad range for consideration. Further discussion involved determining what data is important and simplifying the model. It was agreed that the report needed to be more specific in addressing number. 4: "What have you learned as a result of this project?"

Paul Folger expressed appreciation to the committee for their hard work.

Developmental Education Tracking

Steve Rummel presented the Developmental Education Tracking final report. He stated that it was not a final product but will continue to improve. The tools (survey and stars

program) and analyses could be refined and/or expanded. There was discussion of how and under what auspices the project would carry forward. Would it become another AQIP Action Project? Would it be the responsibility of Institutional Research or the Developmental Education team or a collaborative project under both areas? Paul Folger asked that Steve include in the report a recommendation relative to the future of the project.

There was discussion concerning the pursuit of NADE certification and if there should be a formal proposal stating such; or if it should be included as a “next step.”

Paul Folger thanked the committee for their hard work.

2) Minutes from April 2, 2008

The Minutes were distributed. Cindy Johnson asked for any comments. No comments were forthcoming.

3) Election for New Vice-Chair(s)

Cindy Johnson announced that the Coordinating Committee is seeking a vice-chair (one-year term) and need a slate of nominees. Nomination forms were distributed to the committee that need to be submitted before the next meeting.

A list of the AQIP Coordinating Committee members was distributed. Dana Rosenberg indicated that there was a need to recruit new members to the coordinating committee as many terms expire in June, 2008.

4) Meetings over Summer

It was determined that there was a need for a June meeting. The date/time will be announced later.

Meeting adjourned.