

**Achieving the Dream Communication Team Meeting
With ATD Coaches
April 29, 2019 at 9:15 a.m.**

Date: 4/29/19

Time: 9:15 a.m.

Location: City of Dyersburg Conference Room, Eller Administration Building

	Name/title	Attendance	
		Yes	No
1	Amy Finch	X	
2	Andrea Franckowiak	X	
3	Julie Griggs		X
4	Kacee Hardy	X	
5	Beth Micke	X	
6	Luciana Shaw		X
7	Jerquan Woods	X	
8	Dr. Karen Bowyer, ex officio	X	
9	Dr. Kay Patterson, ex officio	X	
10	Josh Duggin, ex officio		X
11	Heather Gann, ex officio	X	
12	Rene Garcia, ATD Coach	X	
13	David Hartleb, ATD Coach	X	
14	Edith Carlton, Administrative Assistant to the President	X	

1. Dr. Bowyer welcomed the ATD Coaches back to DSCC for the third on-site review. Everyone stated his/her name and position at DSCC.
2. The ATD Coaches commended everyone on the work that had been done since their last visit. They discussed successes and issues they had experienced at other institutions. They stressed the importance of utilizing the capabilities of the new EAB system. Both coaches were complimentary of the data that had been gained from the students, and emphasized the importance of addressing the issues noted by the student data.
 1. Amy Finch discussed the plans for communicating the capabilities of EAB and discussed the upcoming newsletter she plans to publish in August. She also discussed the possibility of making a video showcasing the capabilities of EAB. The coaches suggested we review the intake questions and construct them carefully. Ask questions in a way that is not embarrassing or demeaning. Do not ask for something that you cannot follow through on. This does not mean that DSCC will provide the actual resources the student needs, but we can direct them to those who can provide the resources, such as community organizations.
 2. Rene Garcia suggested interfacing College Scheduler and EAB to import and export data between the systems. He also stated that emphasis should be placed on closing the gaps and improving the success rates in the seven first-year courses.

3. Both coaches commented on the good work of this committee. They encouraged this committee to place our student success vision on the website, to emphasize successes, and to continue working with the data team.
4. Meeting was adjourned at 10:15 a.m.
5. Minutes Submitted by Edith Carlton May 13, 2019.