

ATD Data Team Meeting Minutes

Date: October 30, 2019

Time: 3:00pm

Location: Eller 236A, JNC-ZOOM

	Name/title	Attendance	
		Yes	No
1	Dr. Bowyer	X	
2	Adair, James		X
3	Anderson, Dennis	X	
4	Dr. Bunch-Reid	X	
5	Duggin, Josh	X	
6	Frakes, Jamie	X	
7	Fultz, Larenda		X
8	Langley, Tracie	X	
9	Leonard, Brandi	X	
10	Norfolk, Karen	X	
11	Patterson, Kay		X
12	Pittman, Ken	X	
13	Ricks, Mary	X	
14	Stephenson, Andrea	X	
15	Wells, Brian		X

1. Approval of Minutes
2. Records – none
3. Old Business - none
4. Sub-Committee Updates (if applicable): none
5. New/Other Business:

Prior to the meeting, Mary Ricks sent out the following documents:

- Retention History through fall 2019 which included the ATD focus populations
- Fall 2019 demographics which included the ATD focus populations
- CCSSE 2017 and 2019 response comparison which included the ATD focus populations
- Focus group minutes from focus groups held in Dyersburg and the JNC.
- SWOT analysis responses from activity held during fall conference on 10/11/19

The retention history showed a 6% increase in first-time freshman for fall 2018 compared to fall 2017. Retention for adult students was down by 12%, but the number of adult students enrolled in fall 2018 was more than double the amount in fall 2017.

While reviewing the Fall 2019 Demographics document, it was noted that 29% of Learning Support students were enrolled in at least 1 online class and 13% were enrolled in at least 1 TN eCampus class. Ms. Ricks and Mr. Pittman began a conversation about the students enrolled in TN eCampus classes and why they were not enrolled in the same class that DSCC offered online. Mr. Anderson explained that the TN eCampus classes are closed until the DSCC online classes are full. Dr. Bunch inquired about the number of adjunct needed to open up more DSCC online class sections. Mr. Anderson agreed that there is a need for more adjunct, especially in the area of Microbiology and Human A&P. Dr. Bowyer reminded the group that part of the ATD Action Plan and the Title III Grant proposal involved converting the top 10 enrolled TN eCampus classes to DSCC online classes. There are expenses involved with this process, but the group agreed it was worth pursuing and will recommend the conversion process to the ATD Core Team.

The group reviewed the CCSSE 2019 results compared to the CCSSE 2017 which were disaggregated by ATD focus groups. There were some positive changes overall, but a few results were puzzling and the group concluded it could be the wording of the question. An example is the question asking about instructors encouraging contact among students from different economic, social and racial or ethnic backgrounds. The group wondered if students didn't realize that instructors were doing this by having them form work groups or purposely pairing students together. Dr. Leonard stated that she gives a lot of thought into the students that she pairs together. The group was surprised at the responses to the question that asked about outside factors that might influence the student to quit college. The majority of the responses were "not/somewhat likely" to external factors influencing the student to drop out. Mr. Pittman stated that if we are not retaining students, then the reason was not among those listed on the CCSSE survey. The group discussed the fact that students can go on-line and drop all of their classes. Ms. Ricks stated it would be great if a reason for dropping box could be added to self-serve but Mr. Duggin did not think that was possible. The majority of the group didn't think it was a good idea to let the student drop his/her classes online without having a discussion with someone at the College. As Dr. Bunch stated, it could be just one small reason that seems huge to the student to make them want to drop, but something that is completely manageable with some assistance. The group decided that they would make the recommendation to the ATD Core Team to not allow students to drop all of their classes via online.

While reviewing the focus group responses, there was a discussion on students commenting they cannot always reach certain departments, that their phone calls are not answered. The group decided that a Call Center should be created to handle the overflow of phone calls during peak registration

times (particularly the month of August). The group decided to make this recommendation to the ATD Core Team.

In summary, the ATD Data Team is making the following recommendations to the ATD Core Team:

- 1) Convert the top 10 highest enrolled TN eCampus classes to Online classes
- 2) Students must meet with an advisor to drop their last class
- 3) Create a Call Center to handle phone calls during peak registration times

6. Next Meeting: The next meeting date will be held on November 4, 2019 during the ATD coaches visit.

7. Meeting was adjourned.

8. Minutes Submitted by Mary Ricks, 10/30/19