Meeting Minutes

Present: Steve Pottenger, Deb Salmon, Ramona Beiswanger, Kaycie Lawson, Beth Danberry, Terry Meschke, Arlene Eliason, Donna Marzolf, Brian Fors and Dena Colemer

Absent: Julia Miller and Wayne Whitmore

Meeting logistics
Introductions: N/A

Additions to Jan 21, 2014 agenda: N/A

Approval of Nov 19, 2013 minutes: Beth moved to approve the minutes, Kaycie seconded. The minutes were approved.

Updates:
- None

Action items and reports:
- Ranking of scored action projects: Not everyone scored the projects. Agreed to rank based on the scores that were submitted. Discussion about the projects/scores. Some proposals had common themes. Suggested that we group those with the themes of persistence, developmental ed, FYE, and counseling services to take to the strategy forum for use in developing the first action project in the area of student success (persistence & completion). This will be forwarded to the cabinet, along with other top scoring projects (Projects 1: Connect individuals with the people they need, 12: Revision of Academic Program Review 21: Purchase of non-IT equipment), as our recommended first projects.
- Discussion of Strategy forum team and homework:
  - The team has been identified to allow representation from both campuses, technical and liberal arts/sciences, administration and student affairs. They have accepted participation. The team includes: Dena Colemer, Kaycie Lawson, Dr Parker, Dr Tarnowski, Karen Snay, Ramiro Alvarez, Peter Johnson and Ramona Beiswanger.
  - A request to provide input into the strategy forum homework was sent out. Kaycie will pull the feedback together. Volunteers to review the homework and
provide feedback include: Dena Colemer, Beth Danberry, Brian Fors, Ramona Beiswanger. Editing is requested by Feb 1 so we can meet the due date.

- Discussion about the application and rubric from this round of proposals. Decided to work on revising the application to focus less on “solutions”, more on the issue to be addressed. Consider revising using AI. Discussed a simpler rubric. More revisions of this process to come before the next round of proposals.

3 questions:
  1. QI - Need to revise and improve the action project process.
  2. Processes -- the action project proposal process.
  3. Data – score sheets from project proposals

Next meeting is February 4, 2014

Adjourn