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| AGENDA/MINUTES | |
| Team Name | Open Pathways Team – Orientation #2 |
| Date | 05.08.2018 |
| Time | 3:00 PM |
| Location | A-113/GTM |

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| Facilitator | | Myrna Perkins | | | | | Recorder | Sarah Riegel | | |
| Team members | | | | | | | | | Present X  Absent O | |
| x | Mike Cox | | o | Andrea Jones | x | Cathie Oshiro | | | x | Peter Solie |
| x | Mark Dean | | x | Angie Maddy | x | Charles Perkins | | | x | Randy Thode |
| x | Jo Harrington | | x | Karey Marshall | x | Elaine Simmons | | |  |  |
| Guests | | | | | | | | | | |
|  |  | |  |  |  |  | | |  |  |
| Topics/Notes | | | | | | | | | | Reporter |
| Introduction   * Overarching preview of themes * Themes will be fluid | | | | | | | | | | Myrna Perkins |
| Accreditation Themes     * Overall themes we want to cover – need to add Budget * ACT team came up with the bullets for each theme * Let ACT team know if there are other projects that are not covered by the themes | | | | | | | | | | Jo Harrington |
| Initial Focus     * These are where we want to start * They are primarily from the Assurance Argument * May require us to begin keeping data * Need to document processes if not done already | | | | | | | | | | Cathie Oshiro |
| Evidence | | | | | | | | | | Myrna Perkins |
| Process Management | | | | | | | | | | Randy Thode |
| Conclusion   * ACT team will attend a VP3 meeting to discuss people who need to be included in conversation groups | | | | | | | | | | Myrna Perkins |
| Action Items | | | | | | | | | | Responsibility |
|  | | | | | | | | | |  |
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**ALWAYS KEEPING IN MIND:**

**Barton Core Priorities/Strategic Plan Goals  
Drive Student Success**

1. Increase student retention and completion
2. Enhance the Quality of Teaching and Learning

**Cultivate Community Engagement**

1. Enhance Internal Communication
2. Enhance External Communication

**Emphasize Institutional Effectiveness**

1. Initiate periodic review of the Mission Statement and Vision Statement.
2. Through professional development, identify and create a training for understanding and use of process improvement methodologies.

**Optimize Employee Experience**

1. Develop more consistent & robust employee orientation.
2. Enhance professional development system.