

*The mission of Mohave Community College is to be a learning-centered institution, serving all constituencies, inspiring excellence through innovation and empowering students to succeed.*

**Date: Friday, 02/05/2021**

**Time: 9:00 am – 10:00 am**

**Location: Zoom**

**Committee Members:** Dr. Jennifer Woolston (Co-Chair), Kay Lynn Trybus (Co-Chair), Natalie Gebickie, Tricia Hanks, Lisa Barnes, Dr. Stephanie Dieringer, Michelle Martin, Lisa Adamson, Sierra Stewart, Dr. Robert Kuzma, Dr. Carolyn Hamblin, Vicky Jaramus (Recorder).

**Not in Attendance:** Lisa Adamson

**1. Announcements: (Jennifer and Kay Lynn)**

- Co-Chairs met with Dr. Culver and Chief Bristle and were requested to provide a short summary of each committee meeting to create awareness of items in progress, and to keep communication open. We were advised to move forward with MAP program planning structure.
- VP Culver and Chief Bristle have requested a presentation of updates on committee progress. Presentation is scheduled for **February 12<sup>th</sup>**. Please send any extra information to Jennifer [JWoolston@mohave.edu](mailto:JWoolston@mohave.edu) or Kay Lynn [KTrybus@mohave.edu](mailto:KTrybus@mohave.edu) before that date so it may be added to presentation.

**2. Strategic Plan Updates: (Jennifer and Kay Lynn)**

- Regular meetings are ongoing and Co-Chairs recently attended meeting with IEAC committee. There were three items for attention:
  - I. The title of our sub-groups is “Action Teams.”
  - II. A detailed action plan in excel spreadsheet form will be needed by **February 28<sup>th</sup>**. A sample can be found in One Note under **Feb 2021** tab at the bottom left of Agenda page. Each Action Team will create their own document with steps, progress, and outcome including the documentation of Year 0.
  - III. At the conclusion of each Committee Meeting, Co-chairs will send a summary/blurb of progress to VP Culver, so it may be shared with Pres. Cabinet.
- Laptop Loaner Program is moving forward. Mark Van Pelt will be including program cost into IT budget for future ordering of units. An AT&T hotspot service for schools

and educators is being examined. Service would include filters, and would help students access schoolwork.

- Tableau Update: A Retention Dashboard has been created. Co-Chairs met with IR Team to discuss development of baseline data. Committee will need a firm decision on what year our baseline should start at – ie: 2016, 2019, or a three-year average.
- Collaboration with other pillar groups, action teams, and action items is continuing – but not consistently. New spreadsheet document may streamline this, and provide for a redefinition of all groups for further understanding of what progress is to come.

### **3. Standing Reports: (Trish, Natalie, Michelle, Carolyn)**

- Trish – Degree Declarations for Academic Planning:
  - Return to work on side-lined items while requested items are paused and waiting for approval. Regarding access to connecting faculty to advising staff is planned for March. Now aware of IT piece moving forward.
- Natalie – Better Early Alert System:
  - Revealed other MCC departments are compiling research on software platform. Department heads are viewing presentation demos of software packages with varying levels of conversation of specifics on software. All aspects of software are being looked at with ERP's (Enterprise Resource Planning Systems) being of concern where crossover is related. Demos must meet core goals and increase holistic student communication. An IT detective has been invited to look at our needs with impartial judgement and integration of all pieces. Recommendations of software packages will be sent to higher group for approval.
- Michelle – J1 Increase Faculty Knowledge:
  - Joint statement from recruiters has been added to conversation for faculty/advisor relations. Permissions approved for AD assistance/requests for J1 reports in faculty advising. Video is still not finished – no completion date at this time.
- Dean Hamblin – Diversity and Inclusion Events for Underserved Students:
  - Transferring Task Force to Action Team and starting work on spreadsheet. Focus on creating timeline so all items will be ready. Highlights and newsletter to go out monthly. There are multi-cultural clubs developing on each campus, and are student-driven. Work will start with one population – rather than large, all-inclusive group. Hispanic population of key importance as college moves towards being recognized as HSI.

### **4. Items for Attention: (Jennifer and Kay Lynn)**

- Please schedule Action Team meetings for semester and send invites to Co-Chairs. Momentum is key.
- Open discussion – N/A

5. **Adjournment: 9:49 a.m.**