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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 XAbsent 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 |
|  |  |
|  |  |

**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.