

AGENDA/MINUTES	
Team Name	SMART Meeting
Date	September 1, 2016
Time	1:30-3:00 pm
Location	A-113/GTM (see calendar appt.)

Facilitator		Stephanie Joiner			Recorder		Stephanie Joiner/tz	
Team members							Present X	Absent O
O	Cathie Oshiro	O	Ashley Anderson	X	Dr. Robin Garrett	X	Stephanie Joiner	
O	Angie Maddy	X	Julie Knoblich	O	Jakki Maser	O	Jim Ireland	
X	Kathy Brock	O	Lucas Stoelting					
Guests								
Informational Items								
Topics/Notes							Reporter	
<ul style="list-style-type: none"> • Upcoming Trainings <ul style="list-style-type: none"> ○ Investigators – September 19-22 ○ Heartland Campus Safety Summit – November 16-17 							Stephanie	
<ul style="list-style-type: none"> • 16-17 Action Items & Calendar <ul style="list-style-type: none"> ○ Stephanie requested goals and timeline on items. Also if anyone wants to delegate themselves for any of the action items to let Stephanie know. Ideal timeframe is 2 weeks to be mapped on the calendar. ○ Ideas: Possibility for Hunting Ground week to be a time to reach the students. Kathy will check more into this. ○ Line # 10 – Barton has changed its survey process. This will affect annual Climate Surveys. ○ Stephanie will check into the anonymous form on the Guardian. 							Team	
<ul style="list-style-type: none"> • Family Crisis Center – Review of Desired Relationship/MOU <ul style="list-style-type: none"> ○ Stephanie will be meeting with Director Rachel and Advocate Becky on Friday, September 2, 2016. ○ Ideas to introduce the MOU to the campus students and community were brought up. <ul style="list-style-type: none"> ▪ Using the television in the Union to display support services ▪ Having time at ball games to introduce the advocates ▪ Have group meetings in housing ▪ Have brochures for Junior and Senior days and at the Walk-A Mile event ▪ Have cards for each book-buy-back time at the end of each semester ▪ Present support during the Professional conference days 							Stephanie	
<ul style="list-style-type: none"> • Meeting is to be changed to every other week. Table the idea until next week. 							Stephanie	

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

3. Enhance Internal Communication
4. Enhance External Communication

Emphasize Institutional Effectiveness

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

Optimize Employee Experience

7. Develop more consistent & robust employee orientation.
8. Enhance professional development system.