

AGENDA/MINUTES

Team Name	SMART Meeting
Date	May 25, 2017
Time	1:30-3:00 pm
Location	A-113/GTM (see calendar appt.)

Facilitator	Cheryl Brown	Recorder	Teresa Zink				
Team members			Present X Absent O				
X	Cathie Oshiro	O	Ashley Anderson	X	Cheryl Brown	O	Stephanie Joiner
X	Angie Maddy	X	Julie Knoblich	O	Jakki Maser	O	Jim Ireland
O	Kathy Brock	O	Lucas Stoelting	O	Mike Brown	X	Lee Miller

Guests							
O	Christie Flores						

Informational Items							

Topics/Notes							Reporter
<ul style="list-style-type: none"> • Maxient? <ul style="list-style-type: none"> ○ Stephanie will turn in the information to Maxient on 5.26.17 and wait a reply 							
<ul style="list-style-type: none"> • 1P1P-Where are we? Small volunteer group – Ashley, Lee & Cheryl next section. Any others do another section? <ul style="list-style-type: none"> ○ Cathie will send the updated 1P1P that is to be worked on to Cheryl as well as the document that Teresa reviewed and highlighted the differences. 							
<ul style="list-style-type: none"> • Respondent's rights: advocates, equal resources as reporting party <ul style="list-style-type: none"> ○ A list of our advocates were given to Cheryl. 							
<ul style="list-style-type: none"> • Professional Conference Days – training. Topic? What kind of training? <ul style="list-style-type: none"> ○ Cheryl will follow through this and the team will come up with a topic and training ideas for the employees. ○ Ideas to use are: <ul style="list-style-type: none"> ▪ Issue spotting ▪ Things in the news ▪ CD of webinar about faculty webinar the Team has watched – Angie will give to Cheryl ▪ Cathie has Brett's comments on some recent training she will send to Cheryl 							
<ul style="list-style-type: none"> • Monthly Training Scenarios <ul style="list-style-type: none"> ○ Monthly training scenarios ○ Mark Dean suggested to Cheryl to have four training meetings and have employees come to at least one. ○ They are no more than 20 minutes long. 							
<ul style="list-style-type: none"> • Climate Surveys – student, employee <ul style="list-style-type: none"> ○ Some statements on employee surveys were due to previous investigations or allegations. Therefore, they have been addressed. ○ The suggestion for Cheryl to visit quarterly the other Barton campuses at Ft. Riley, Ft. Leavenworth and Grandview Junction was given to help promote the Title IX position and Coordinator. ○ Find a secure location for each year's surveys. ○ Discussion to change some on next year's surveys: 							

<ul style="list-style-type: none"> ▪ A statement about the survey is anonymous and is not a reporting mechanism for situations. ▪ The verbiage regarding compliance office/Title IX Coordinator ▪ Add race – 2 or more races 	
<ul style="list-style-type: none"> • Brief comment on recent training <ul style="list-style-type: none"> ○ Cheryl spoke on a respondent advocate. 	
<ul style="list-style-type: none"> • Posters <ul style="list-style-type: none"> ○ Cheryl will pile a few posters together, most are free to obtain and will bring examples to the Team. Main ones the Team want to initiate are consent and bystander intervention posters. 	
<ul style="list-style-type: none"> • Student trainings. Special focus on consent and bystander intervention. <ul style="list-style-type: none"> ○ International student training is also a topic Cheryl is looking into. 	
<ul style="list-style-type: none"> • Lee Miller – possibility to be an investigator due to her responsibilities are less conflicting than Ashley Anderson’s responsibilities. 	
<ul style="list-style-type: none"> • Family Crisis Center <ul style="list-style-type: none"> ○ Contact with Christie will be initiated by Cheryl to see when she is here as advocate and times/location etc. 	
<ul style="list-style-type: none"> • Suggestion was made to possibly add Claudia Mather to the SMART team. 	

ALWAYS KEEPING IN MIND:

Barton Core Priorities/Strategic Plan Goals

Drive Student Success

1. *Improve Student Success and Completion*
2. *Enhance the Quality of Teaching and Learning*

Cultivate Community Engagement

3. *Cultivate and Strengthen Partnerships*
4. *Reinforce Public Recognition of Barton Community College*
5. *Provide Cultural and Learning Experiences for the community*

Emphasize Institutional Effectiveness

6. *Develop, enhance, and align business processes*
7. *Provide a welcoming and safe environment*

Optimize Employee Experience

8. *Support a diverse culture in which employees are engaged and productive*