

**Dream Team Meeting Minutes**  
**October 26, 2022**

Meeting called to order at 9:05 AM by Dr. Wilson.

Attendance: Dr. Valerie Wilson, Jenny Sanders, Jodi Eppinette, Robyn Binns, Faith Brock, Lauren Mitchell, Sara Landeverde, Rita Givens, Courtney Haygood, Edward Rice II, and Paulina Johnson.

**Mission Internal Control Team Committee Report: Jenny Sanders**

Mrs. Sanders sent out upgraded workflows with flags, kudos, messaging to all faculty and service staff members. This will close the loop on the Mission Control System.

**Committee Reports**

**Communication Action Plan: Jenny Sanders**

Mrs. Sanders and her team will have their first team meeting November.

**Rocket Launch: Jodi Eppinette**

Mrs. Eppinette and her team will have their first team meeting November.

**Non-Payment Committee Report: Dr. Rice**

The committee is finalizing the Non-Payment list and using remaining CARES Funds to clear up outstanding balances. Once the list is finalized the committee will analyze the students on the list to determine a profile. Dr. Wilson requested that a process be developed to identify students who are in this list and determine a strategy to address this issue.

**Rocket Launch Action Plan Report: Divesh Acharya**

The committee is in the process of scheduling the opening meeting.

**Other Business:**

A Tech Support call with Patrick Graham, Valerie Wilson, Laura Johnson and representatives from Simple Syllabus. Simple Syllabus will link with Brightspace and J1. The committee recommended that the college move forward with implementation. This will replace Concourse. The goal is to have Simple Syllabus up and running for Summer I. This will require some faculty training.

Meeting Adjourned 10:10 AM