

**Dream Team
Meeting Minutes
Thursday, May 29, 2019
Time: 9:00am**

Members Present: Jenny Sanders, Dr. Valerie Wilson, Connie Riley, Wayne Banks, Courtney Haygood, Marcus Copeland, David McLeane, Kyra Jerry, Jodi Eppinette, Sara Landaverde

The meeting was called to order by Dr. Valerie Wilson.

After some discussion, the group agreed on a mission, vision, purpose, and name for the group as listed below.

- Mission: Provide oversight for the entire student experience from first contact to graduation.
- Vision: All SAU Tech students will be guided supported, valued, and empowered to reach their personal, academic and career goals.
- Purpose: To create a student experience that will provide tools and resources needed to be successful both academically and personally.
- Name: Dream Team

Additional team members - It was agreed that individuals will be brought in for participation as needed.

Meeting dates were set through August 8th. The dates are:

- June 6th (9am-10am) with John Grant
- June 20th (2:30pm-4:30pm)
- July 11th (2:30pm-4:30pm)
- July 25th (2:30pm-4:30pm)
- August 8th (2:30pm-4:30pm)

All meetings will be held in the Administration Conference Room. Additional dates will be set during the August 8th meeting.

Committee Reports

- Intake form
 - Form has been created and tested.
 - In order to address student concerns regarding sharing of their information, a list was added to the end of the form that students will choose the services that they would like additional information.
 - There was discussion that the option be included for the student to indicate the method to use for contact (i.e., text, email, phone call, etc.).
- SOAR/Rocket Launch
 - SOAR dates
 - June 11th 9am-5pm
 - June 12th 9am-5pm
 - June 13th 3pm-7pm
 - July 9th 9am-5pm
 - July 10th 9am-5pm
 - August 6th 3pm-7pm
 - August 7th 9am-5pm

As of this meeting, all June dates are full. The limit is seven students per hour.

- Rocket Launch plans are coming along. The next meeting of that committee is scheduled for May 30th.

- Data Team
 - The "Notes" option in CampusConnect is can be used to record student interactions. It was agreed that use of this feature would begin immediately for those who currently have access and for others as soon as access is provided.
 - Discussion needs to continue to clarify what types of information should be recorded in the "Notes" field.
 - Training for using the "Notes" feature will be conducted during fall 2019 convocation.
 - Individuals/groups needing access to enter notes: faculty, coaches, Dream Team, enrollment services staff, financial aid staff, LaTonya Reed, chancellor, Stephanie Morrison, Paula Doss, Lisa Holland, Wendy McWilliams, campus police.

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- Community Resources
 - In the process of scheduling first meeting.

- Team Time
 - To begin fall 2020
 - Committee will begin meeting after fall 2019 classes begin.
 - Items discussed:
 - Suggested starting the process with first time degree seeking students taking on campus classes.
 - Proposed generating teams based on common characteristics.
 - Proposed teams be comprised of eight to 10 students per team with one team leader.
 - Have some meetings with all teams combine.
 - There will be a time slot established on the schedule for team time.
 - Need to develop a process for identifying team leaders.
 - Potential of needing 30 to 40 team leaders.

Additional Items

- Circelen - Valerie discussed the proposal presented by this company soliciting SAUT participating in the National Science Foundation (NSF) grant that was recently awarded. The cost to SAUT is \$7,500 annually that Dr. Wilson agreed to cover using academic improvement funds.
- There was discussion about a process to be used to share activities/information of the Dream Team with the campus community.

Outstanding Items:

- Provide CampusConnect access for Notes – Dr. Wilson
- Determine reports that are needed from Notes – Dr. Wilson/Jenny Sanders
- Follow up on timeout length in CampusConnect – Dr. Wilson
- Process for sharing activities/information of group – Dream Team
- Schedule time during convocation for training to enter notes – Dr. Wilson

The meeting was adjourned. The next meeting of the group will be held on June 6th at 9am in the Administration Conference. This meeting will be led by John Grant.