**ATD at NOVA**

# ATD Core Team Meeting Minutes

**Location**: Brault 276  
**Date**: 1/28/2020  
**Time**:  **3:00 – 4:30 PM**

Old Business: Meeting minutes from October’s core team presentation were provided in the folder

New Business:

1. DREAM Conference Attendance (February 18-21)
   1. See conference agenda – [keep eye on website for session announcements](https://s3.goeshow.com/dream/annual/2020/index.cfm)
   2. Conference begins Tuesday (2/18) at 4:15PM with opening plenary
   3. Please be on the lookout for logistical details regarding conference participation
   4. Please wear ATD at NOVA team polos
   5. After Conference Report:
      * This document should include a summary of all the sessions you attended and some key takeaways that you would like to see/do/explore/etc. at NOVA.
      * Summaries are due by COB on 2/28/20.
      * In addition, please share your summaries with your campus teams.
   6. DREAM 2019 After Conference Report [example](https://drive.google.com/open?id=19pr8OjdzXWBEPloWNii-P1sAJQ-hIzpn)
   7. NOVA doing a preconference workshop on Data Visualization: Check out our spotlights [here](https://blogs.nvcc.edu/spotlight/)
2. DREAM International Visitors to NOVA
   1. See schedule handout in folder
   2. We need volunteers to be part of this day
      * Please email Courtney if you can help
3. ICAT Administration
   1. See ICAT handout for overview of tool
   2. See PowerPoint handout for additional information
      * Courtney will present this PPT to campus teams at next campus team meeting
   3. Email communications will be sent from President, Provosts, campus teams, etc. to encourage participation
   4. Threshold is 35-40% participation
   5. Complete ICAT 2/3/20 – 2/21/20
   6. Receive results by 2/25/20
   7. Meet with ATD National consortium
      * ATD leadership/coach come to admin council – 3/10/20
   8. Campus teams will complete capacity cafes with ICAT results
4. ATD Team to visit NOVA
   1. Dr. Kress has asked Dr. Karen Stout (ATD President and CEO) to bring a team to visit NOVA as part of our revamping efforts.
      * ATD leadership/coaches come to admin council – 3/10/20
5. 3 Year Action Plan
   1. See Convocation presentation handout
   2. With data from ICAT, Capacity Cafes, feedback from ATD leadership, and ideas from campus teams, the Core Team will begin drafting a 3 year plan
   3. Goal to have plan approved by Admin Council by end of spring semester

***Core Team did a small Capacity Café simulation and stated the following ideas for student success (retention, graduation/transfer and employment):***

* + - Confusion about service available for students to support transfer/graduation
    - Counseling/advising issues -Faculty advisors need support - Advising has negative connotation
    - Need for cross training of areas/staff to eliminate student run around
    - Need additional support for course success
    - Better system for onboarding new faculty
      1. Faculty training / professional development
      2. Better/consistent support for faculty
      3. Need to develop a holistic training module
    - Webpage is not friendly / NOT student friendly
    - Student training and support for students learning NOVA systems (Navigate, NOVA webpage, MyNOVA, Canvas, need ITE skills, College 101) etc. - SDV is not adequate
    - Limited or lack of support for evening, weekend and online students (no tutoring, library, get student ID, ask questions get help)
    - Need to develop a culture of caring for students
    - Students don’t do optional (advising, orientation, etc. can’t be optional)
    - Overhaul current advising structure / model – not student friendly – needs to be more holistic rather than what classes are needed / students need to feel more supported
    - Too many “advising systems” that do not work together (website, Navigate – not all features are turned on, SIS, etc.) need one integrative tool for advising/planning/pathway
    - Need one model with systemic approach
    - Need more planning before advising week.
    - Support faculty to be good advisors
    - Support students be good advisees
    - We need data on our students (who is coming, who is staying, who is leaving, why they are leaving)
    - Need a structure and accountability (current model is everyone and no one owns it)
    - Professionally train and develop faculty/staff
    - Focus on career development throughout time at NOVA (what’s a major, how to transfer, job search, end goal career)
    - Internships to be built into more programs
    - Service learning opportunities
    - Create early alert but MUST include structured interventions
    - Internal processes that create barriers – enrollment cancellation
    - Look at all gate keeper courses – when are they taught, who teaches them – must have core competencies within courses taught
    - Policies and procedures to promote consistent practices to eliminate barriers
    - Interventions to be done in the first 3 weeks
    - Professional development requests / Bring presenters to NOVA
    - Complete a data summit for the college
    - Create “Stay Strong” policies to support Start Strong initiative
    - Need better support for adjunct faculty training and development
    - Need data specific to campuses within each program

1. NOVA ATD’s Input “Lend a Hand” Initiative
   1. See PowerPoint handout “Improving Student Success through Predictive Analytics” presentation from Admin Council Retreat
      * Using OIR analytics, we can tell with high accuracy, which students are likely to drop out of the semester of the following semester (fall-to-Spring or fall-to-fall)
      * See student attrition slides in presentation
   2. OIR, using predictive analytics, will determine campus specific list of “*at-risk*” students and each campus will embrace students with “Nudges” and outreach to lend a hand of support
      * Predictive analytics encompasses a variety of statistical techniques including data mining, machine learning, and predictive modeling to analyze current and historical data in order to make predictions about future events.
      * In our case, we want to understand what factors have led students to stop-out in the past so that we can predict which students may be at risk of stopping-out in the future.
2. Persistence Project
   1. See PowerPoint from Admin Council Retreat
   2. Predictive analytics – see slides
   3. Blackboard Call Center
   4. Campus participation
3. Student Success Dashboards
   1. See student success metrics chart
      * Supports mission, SACSCOC accreditation and more
   2. 3 dashboards have already been created – links will be in Daily Flyer
      * Retention, graduation, transfer
   3. OIR will provide training to use dashboards at the campuses
   4. OIR will play a stronger role in supporting campus teams
4. Campus Data Team Members’ Role
   1. See campus specific reports (Student achievement criteria and equity scorecards)
   2. OIR training for dashboards and how to read and communicate research reports
5. ATD Presence on All Campuses
   1. See list of campus team members
   2. Dr. Kress wants a stronger campus presence
   3. Provost’s will play a stronger role with campus team processes
   4. Need to strengthen the campus teams
   5. Monthly team meetings (Dr. Gabriel to attend first meeting, coordinate with his office to schedule)
   6. ATD Coordinator will be link between campuses and work with Chairs to complete meeting protocols
   7. Building Culture of Student Success
6. Informational Items:
   1. Central office and Campus Chairs submitted QEP proposal: NOVA THRIVES for student advocacy centers and faculty/staff support centers that focus on the development of wellbeing, essential skills and career competencies.
   2. 5th Annual ATD Reading and Writing in the Disciplines Conference – 1/31/2020
      * NOVA Foundation grant received by Karen Doheney to bring in presenter to introduce Transparency in Learning and Teaching (TILT)
   3. VCCS emails will be used to share a Team Google Drive to share material
7. Core Team Meeting Schedule – Last Tuesdays of the Month
   1. 2/25/20 – 3:00 – 4:30 PM – Brault 276 – *Dr. Kress may attend this meeting*
   2. 3/24/20 – 3:00 – 4:30 PM – Brault 276
   3. 4/28/20 – 3:00 – 4:30 PM – Brault 276
8. Adjournment