1. **Update on Learning Communities and Role of Core Team**: Jane Serbousek submitted revised Learning Communities Expectations document and Learning Community proposal form; she reported that workshop with Math 3 Learning Communities went well; the Core Team will be the deciding body that will consider all learning community proposals. **Next Step**: Learning Communities Expectations document will be vetted by Admin Council and then the RFP (Request for Proposals) will be disseminated to college community; deadline will be February 1, 2009.

2. **Participation of Faculty in AtD Learning Community**: Core team examined question of whether all current and future learning communities should be required to follow AtD protocols; it was decided that involvement in AtD Learning communities will not be mandatory.

3. **Update on Assessment of Learning Communities**: Dr. Gabriel distributed Learning Communities Assessment Draft Plan document; results of the current cohort of learning communities will be available in late January or early February.

4. **Update on NSO (New Student Orientation)**: Core team is committed to making every effort to maintain NSO momentum; discussion regarding following up with students who attended NSO; core team has expressed interest in running student testimonials during Cross Campus Day on electronic monitors. **Next Step**: Dr. Gabriel will distribute to AtD campus teams a list of students who could be interviewed for the testimonials; campus teams will coordinate with Dr. Gabriel.

5. **AtD Brochure**: Dr. Gabriel proposed that the college create an AtD brochure. **Next Step**: Dr. Tardd will put together text for brochure and Dr. Gabriel’s office will create brochure for distribution.

6. **Promotion of AtD across College**: Core team discussed the question of how to continue to promote AtD across the college; it was agreed that the focus should be on gatekeeper courses. **Next Step**: campus teams will coordinate the development and completion of implementation plans and the deadline is February 28, 2009.

7. **Update on Grant-Funded AtD College Event**: Laura Franklin invited core team to attend the upcoming February 13 event, which will help to promote AtD.

8. **Update on First Year Experience Task Force**: Dr. Tardd indicated that this task force will be sending a representative to the next AtD core team meeting. **Next Step**: Dr. Tardd will invite representative to next AtD core team meeting.

9. **Core Team Communication**: Dr. Gabriel encouraged the core team to share AtD developments via email with one another.
10. **Update on Next Visit by Coaches**: Dr. Tardd reported that the visit is tentatively scheduled for Feb. 8-10.

11. **Corrective Changes to College Policy to Support Student Success**: Kirk Nooks asked the core team to consider how we can serve as a catalyst to college policy change; discussion regarding policy regarding late registration. **Next Step**: Academic Deans Council needs to meet with DWG (Deans Working Group) to have a discussion: Kirk Nooks and Dan Lewis will coordinate.

12. **Schedule of Core Team Meetings**: Core team will meet every three weeks or more frequently as needed. The next meeting is scheduled for January 13, 2009, 2:00 p.m. at Annandale.

Notes compiled by Dan Lewis, December 10, 2008