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**North Texas Regional P-16 Executive Committee Meeting Minutes**

*August 7, 2012; 7:30am- 10:30pm*

*Texas Woman’s University, T. Boone Pickens Institute of Health Sciences, Dallas Center*

*5500 Southwestern Medical Ave., Dallas, TX 75235*

**Present:**

V. Barbara Bush, Rick Garcia, Jean Keller, Barbara Lerner, Cynthia Fisher Miller, Don Perry, Brenda Smith

**A. Welcome**

 Jean Keller greeted the Executive Committee members and thanked Barbara Lerner and TWU for hosting the meeting.

**B. Approval of June 5, 2012 North Texas Regional P-16 Council Executive Committee Meeting Minutes**

Action Item: D. Perry moved for approval of the minutes and C. Fisher Miller seconded the motion. Motion passed.

**C. Updates from the Executive Committee Members**

1. Barbara Lerner shared results of the Second Annual College Success Summit, jointly hosted by THECB and TWU on July 12-13th. The conference was a success. The Professional Development Committee will be planning a counselor conference.
2. Cynthia Fisher Miller and Debbie Endres discussed Communications and Networking Committee’s success in creating the spring newsletter. All were very pleased with the Council’s second newsletter.
3. Jean Keller updated the committee on the AVATAR project and its August 13th Training of Trainers meeting. She invited all to participate.
4. Barbara Lerner summarized the work of Commit’s Strategic Planning committee and Commit! will be invited to the next Council meeting to provide an update.
5. Jean Keller shared four NTRP-16 Council members attended the Statewide P-16 Institute on June 13th. Thanks to B. Lerner for support from the College Readiness Special Advisor’s funds to support the participants. Mary Harris, Ray de los Santos, and Jean Keller will attend the October 2nd Statewide P-16 Institute and Barbara will check to see if she can help with funding. Council will cover the cost, if needed.
6. Other Items: Conversation about early college high school, dual credit, time to degree, grade inflation, best practices, and reflective practices were discussed.

**D. What Did the North Texas Regional P-16 Council Do Well in 2011-2012?**

Newsletter, AVATAR, website, committee work, personal buy-in, visibility, and engagement.

**E. Where Does the North Texas Regional P-16 Council Need to Improve in 2012-2013?**

Involvement of P-12 educators, clearer charges to members (expectations), continuous updates of the gap analysis, host meetings at P-12 locations, and more “take a ways” for members.

**F. Do We Have the “Right” Council Members?**

 Yes, at this time, member list needs to be reviewed next year.

**G. Do We Want to Conduct the P-16 Council Engagement Survey?**

Action Item**:** At the November Executive Committee, B. Bush will share a proposed survey; the survey will be completed at the December 2012 Council meeting; and the results will be shared at the February 2013 Council meeting. Thanks to the Research, Assessment and Accountability Committee for accepting this opportunity to improve the Council.

**H.** **Create Council’s 2012-2013 Strategic Plan and Program of Work Related to the State of the Region Conference and Individual Committees**

 Action Item: The strategic plan’s objectives, strategies, actions, and outcomes will be linked to the State of the Region Conference.  Rick, Reo, and Don will propose a date for the conference and ideas as to how the Communications and Networking; Professional Development; Funding and Sustainability; and Research, Assessment, and Accountability Committees will be involved to help plan, implement, and evaluate the conference. This will be the focus of the Council’s work during the coming year.

 Action Item: D. Perry will have a draft of the North Texas Regional P-16 Council By-Laws for the Executive Committee review at the April 2013 meeting.

**I. Approve 2012-2013 NTRP-16 Vision and Mission**

 Action Item: Approved by consensus. Committee chairs will finalize the goals and strategic plan at the September 17, 2012 Council meeting.

**J. Approval of Council Agenda for September 18, 2012**

 Action Item: Agenda was approved.

**K. Select Dates and Hosts for 2012-2013 North Texas Regional P-16 Council Executive Committee**

 Action Item: Rick, Reo, and Don will share on September 18, 2012 with Council

**Future Council Meetings 9:00am-Noon**

September 18, 2012 – Communities Foundation of Texas, Dallas – *Host, Reo Pruiett*

December 4, 2012 – Education Service Center Region XI, Fort Worth *– Host, Francine Holland*

February 19, 2013 – Dallas County Community College District, Dallas *– Host, Don Perry*

May 7, 2013 – Fort Worth Chamber of Commerce, Fort Worth *– Host, Cynthia Fisher Miller*

**Future Executive Committee Meetings 9:00am-Noon**

November 6, 2012 Communities Foundation of Texas Reo Pruiett

January 15, 2013 Education Service Center XI Francine Holland

April 2, 2013 Texas Woman’s University Barbara Lerner

June 4, 2013 Fort Worth Chamber of Commerce Cynthia Fisher Miller

August 6, 2013 University of North Texas V. Barbara Bush