



				25 February 2010 18 March 2010
	A & S Division meetings	Monthly		28 August 2009 25 September 2009 23 October 2009 4 December 2009 26 February 2010
	Everyone 's Invited AtD Roundtable Discussion	Twice a year		24 February 2010
	Data Matters Newsletter* (distributed to <a href="mailto:everyone@otcweb.edu">everyone@otcweb.edu</a> ; posted to AtD Website)	Twice a Year		14 January 2010
	HLC Steering Committee	Varies		20 November 2009 4 December 2009
	Assessment Committee meetings			4 December 2009 8 January 2010 26 February 2010
	Math Faculty meet to update IA curriculum	Varies		16 February 2010 5 March 2010 16 March 2010
<b>Communicate AtD efforts to Board of Trustees and Foundation Board</b>	Board Report with President's Summary	Quarterly	September December March July	29 September 2009 9 November 2009 Trustee Retreat w/Dr. Ballard 1 December 2009 26 January 2010 30 March 2010
	At College Circle* Newsletter (distributed to <a href="mailto:everyone@otcweb.edu">everyone@otcweb.edu</a> and PR contacts at 2-years and ADHE representatives)	6 times/year		23 October 2009 27 January 2010

	KPI review by Assessment Committee/ 2.1.4 Grants Program Evaluation	Annually	As determined by VP Institutional Advancement	16 October 2009
	Foundation Board meeting	Annually		19 Feb. 2010, Dr. Ballard discusses MoM efforts
<b>Communicate AtD efforts to area citizens and external stakeholders in the College's service area</b>	Advisory Committee publications	Twice a year	Fall and Spring each year	29 September 2009
	Advisory Team Letter to B. Robertson for WAGE Board  J. Beard Advisory Meeting			16 October 2009  30 April 2010
	Malvern Daily Record*	As needed		20 October 2009 22 January 2010
	Arkansas Democrat-Gazette/Tri-Lakes*	As needed		10 January 2010 7 February 2010
	Welcome to Hot Spring County Magazine*	Annually	Annually by HS County Chamber of Commerce	April 2010
	Malvern Rotary Club Malvern Lions Club PEO Women's Leadership Conf.	Annually or as the opportunity presents itself,		21 April 2010—J. Prince presented.
<b>Communicate AtD efforts to other two- and four year colleges</b>	ADHE meetings	As called		5 October 2009—D. Hill and M. Eggensperger attend CAO meeting.  11 November 2009 ADHE

				<p>AtD Policy Priorities Meeting</p> <p>14 January 2010 Core Team to ADHE on Basic Skills and Technology. OTC's e-Write pilot discussed</p> <p>21 January 2010 English, Student Affairs, Math personnel on Compass Diagnostics and Act 971 at UALR. OTC's e-Write pilot discussed.</p>
	Data Matters Newsletter* (distributed to <a href="mailto:everyone@otcweb.edu">everyone@otcweb.edu</a> ; posted to AtD Website)	Twice a Year		14 January 2010
	At College Circle* Newsletter (distributed to <a href="mailto:everyone@otcweb.edu">everyone@otcweb.edu</a> and PR contacts at 2-years and ADHE representatives)	6 times/year		23 October 2009 27 January 2010
	AtD Strategy Institute	Annually	February	2-5 February 2010
	Meetings at NPCC, PCCC-UA, and PTC	As called		<p>21 January 2010 D. Hill, K. Lazenby, C. Henderson, P. Simms, S. Seals discuss e-Write and Act 971 at UALR Compass conference.</p> <p>25 February 2010, Dr. B. Ballard and B. Francis</p>

				present on MoM at UALR
	Other Conferences	As occasion arises	Varies	18 October 2009—SAIR— J. Prince presents  19 October 2009 AATYC— D. Hill presents.  30 October 2009 TYCA—D. Hill presents  21 April 2010--J. Prince presents at Women's Leadership Conference at Harrison, AR
	Program information shared	Psychology and Sociology instructors  AtD publications, jump drives shared with interviewers from Louisville online program  AtD publications shared with HSU faculty researching Core Team responsibilities		19 November 2009  21 January 2009  January 2010
<b>Communicate AtD efforts to student population</b>	Malvern Daily Record*	As needed		20 October 2009
	Arkansas Democrat		Varies	

	Gazette/Tri-Lakes Edition*			
	Bubba Board/CAN	Twice a Year	November April	15 October 2009
	Posters/Flyers for Classrooms	Annually	September	6 November 2009
	Pop-Ups on LRC computers	Monthly	Ongoing	14 October 2009 15 March 2010
	OTC Facebook page	Monthly		13 October 2009—with AtD Thumb Drives given as awards
	MoM on OTC Homepage MoM Potluck MoM Spring Party	Annually		Requested October 2009 19 November 2009 21 January 2010
	LRC: AtD Archival materials put on file  LRC: Displays At College Circle* Newsletters on coffee tables for students	Annually updated	6 times a year	27 January 2010
	Orientation—Jump Drives Facebook competition— jump drives	Fall and Spring		19 November 2009 4 Jan 2010 12 March 2010

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