Date: 10/19/18  

Present: Dustin Brentlinger, Ben Christensen, Krishna Channa, Artemis Damble, Helena DeBald, Kyle Harrington, Andrew Kelkres, Jennifer Lease Butts, Suzanne Onorato, Emily Pagano, Sarah Scheidel, Taylor Spellen, Tara Watrous  

Absent: Kristopher Caccamise, Gina DeVivo Brassaw, Lauren Donais, Melissa Foreman, Anne Heller, Deb Hubbell, Jenn Longa, Lori Masters, Joleen Nevers, Rindaanne Riccio, Ralphel Smith

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<th>TOPIC</th>
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<td>Monthly Re-Cap</td>
<td>Suzanne welcomed the group and gave a brief overview of the holiday meeting schedule. She touched on the coalition committee meeting in the Library Video Theater on November 6th, where members of the various committees will be presenting their work thus far as part of the 6-Month Report Out Session.</td>
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| On-Line AOD Education Inventory Tool| Emily gave a brief update on the on-line inventory tool that the committee has been working on to track and log various AOD programs and initiatives. Artemis distributed a log of the tool and responses received thus far.  

The group reviewed the data presented and a discussion occurred regarding the findings. Several members of the committee who filled out the inventory tool discussed their experience with filling it out regarding their programs. It was noted that the ‘how many students per setting’ might be difficult to complete accurately as program sizes vary greatly. There was a comment that the skip-logic might be skipping questions when it shouldn’t.  

It was noted that certain responses say ‘per year’ however it is not clearly defined what a year is. For example: an academic year, calendar year, the previous year, or what they are expecting to do in the upcoming year. A point was raised that defining who mandates the program could be important as well.  

A discussion occurred regarding specifics of the tool, including the data the committee is hoping to capture, programs chosen to evaluate, and estimates versus hard specifics. The group discussed alternative ways students access classes and resources, and ways to incorporate those access points to provide increased accuracy to the committee’s data.  

The group discussed potential time frames to define ‘a year’.  

The group decided that a year should be defined as ending on graduation day, and the day after graduation marking the start of the next year. |           |
A discussion occurred regarding the skip-logic and how to define what options are given dependent upon answers. The group discussed who should present the data to the committee coalition meeting in November.

The group discussed sources of data such as CORE and ACHA surveys. A discussion occurred regarding GRIT and other sources of data that institutions are using. Suzanne posed the question of what the next steps should be, and who on the committee would like to present data collected through the tool as part of the 6-Month Report Out session.

**Next Meeting Date**

November 6, 2018 – Library Video Theater
6-Month Report Out Session meeting.