

COTA March 28, 2022 Meeting: Minutes

Present: Mary Beth Ottinger, Ross Hawkins, Christy Seawall, Terri Montgomery, Katelyn Wilson, Tracy Westmoreland, Gavin O'Connor, Brooke Lockhart, David Jones, Lacey Mattheis, Helen Hale, Kara Cahill

Absent: Roberto Koch, Roger McMillian

1. Welcome New Member: Terri Montgomery, UMSL!
2. Introductions: All members introduced themselves to Terri
3. Kara: Recap 2022 COTA Conference Survey Results. Christy would like to see pre-conference materials come out early for cross marketing opportunities. David indicated they should be ready before September. Ross says we need to consider the new reality: Covid, staffing changes, labor force issues as we consider how to conduct the next conference.
4. COTA Conference 2023 Brainstorming Session:
 - a. Date Shift to early March, for an In-Person event: Gavin offered a history of past COTA In-Person events and indicated weather has been an issue with the Late January/Early February time frame. Ross mentioned hotel prices were a past driver of conference timing.
 - b. Location Proposal: Branson, MO: Tabled until we decide on conference format.
 - c. Discuss Trends of Interest for Break-Out Sessions: Tabled for a future session.
 - d. Broaden audience to include HS Guidance Counselors? Tabled for a future session.
 - e. After extensive discussion of going Virtual, In Person or Hybrid, Ross moved to have DHWED send out a new survey to past attendees asking whether they would like In Person, Virtual, or Hybrid, and why. Half day or full day, as well. Kara indicated she will attempt to locate attendee data for sending out a new survey. Having event on campus was an idea offered by Christy. Gavin and Ross liked the idea, but indicates it can pose some challenges for logistics. Speaker fees were also a factor for In Person events, and Ross said we have had minimal cost for this over last two years.
5. Ross: Meeting Cadence: Carry on with current schedule. Kara: We will move to Webex platform starting in June.
6. Voted on Next Meeting: April 21, 2022: In-Person: MACC Columbia Location in Parkade Center, Conference Room, 10am-2pm. Lunch will be provided. Back up Zoom will be set up in case anyone needs to attend virtually.
7. Establish a list of Host Institutions for In-Person meetings in 2022: Summer and Fall: Tabled; address in April.
8. Slate of Officers: Elected a Secretary: Helen Hale. Term will start in April and run thru Katelyn's chairmanship term. Secretary will take attendance, meeting notes, and submit minutes to all for review. Ross says we will move back to a meeting minutes approval process at the beginning of future meetings. Kara will then post approved minutes to the COTA page on the DHEWD site.
9. Ross asked members to consider the formation of Sub-Committees, to consider topics to address in the next 2 years. We will do a Strategic Planning Session at our April Meeting.
10. Ross shared DHEWD's Legal Verbiage Needed for Reverse Transfer Opt In on an Admissions Applications on his screen for all. He asked if this was a student-friendly statement. Consensus was that it is not easily un-packable for students, and moved for this to be a topic for the April meeting. Brooke noted they have no Opt-In language on SEMO's application. Terri said UMSL does not have one either; and she asked "what language do we want?" Kara indicated legal would need to review any statement prior to implementation. Christy emailed a copy of WGU's Reverse

Transfer Policy to each member. Helen wants to add a student perspective by asking some students.

11. Ross asked Tracy about AAT Degree; Tracy indicates there is nothing to report. Kara said that DHEWD is not going to take up the AAT at this time, and suggested it as something for COTA to consider. Ross says there is no leadership on AAT and that some schools are working independently. He says the question is: Do we want to leave it up to the schools, to have DHEWD step away; or, do we need a state-wide agreement, one that takes into account diversity and the teacher shortage. Ross asked for this to become an April agenda item. Helen noted we also need a DESE communication link. She suggests each member get some feedback from their institutions prior to the next COTA meeting.
12. Ross adjourned the meeting at 3:30pm.