GUIDED PATHWAYS STEERING COMMITTEE

September 21, 2021
1:30 – 3:00p.m.

<u>MINUTES</u>

Attendees: Adrian Gonzales, Michael Odu, Lisa Brewster, Laura Murphy, Danielle Guerra, Linda Woods, Wai-Ling Rubic

I. **Call the Meeting to Order**
   a) **Approval of Agenda** - Motioned for approval by Odu, second by Murphy, agenda approved.
   b) **Approval of Minutes – Sept 7, 2021**- Motioned to approve by Murphy, second by Brewster, minutes approved. Guerra abstained.

II. **Old Business**
   a) **Updates on Areas of Focus**
   Brewster shared GPS Then & Now Retreat rescheduled for Nov. 5
   - **Onboarding:** Claros is meeting with Zhang to request data. The Research Office has expressed concern with the amount of information requested. Working on way identify how to mitigate requests.
   - **Course Sequencing:** Pecenco worked with Manalastas to obtain the already created ADTs. All except one ADT has been completed. Cain working on locating since it is out of his area. Working on completion of ADTs for AAs, ASs and Certificates. Possibly scheduling an additional meeting.
   - **Mapper Project:** Gonzales has obtained the counter signature from Concentric Sky and paperwork has been completed. The project will focus on reviewing for inconsistencies within programs. Based on these outcomes will need to evaluate what inconsistencies are identified and determine final budget for project.

     Murphy share Topham expressed interest in Mapper. Odu expressed if district is interested in effort, maybe should reevaluate if our campus should be paying cost. Brewster pointed out the cost would be 50,000 regardless if just campus or district wide. Since we are currently the only college with meta-majors / interest areas, we are prepared to move forward.

     Guerra share the six success factors were shared with ASG, they are engaged, connected, valued, directed, focused and nurtured.

b) **IASTs**

Kickoff event hosted this past Friday (9/17). Pecenco lead for Social & Behavioral Science IAST and Short lead for Business Entrepreneurship, set plans for each of their teams. Both areas approach is data driven. Will be using a similar approach as Claros with On-Boarding. Each area will focus on where they are losing students within their disciplines.

Short's expertise in organization within Canvas Shells and Pecenco's creativity together have created a wonderful template other IASTs can use as a model.

c) **CAGP Update**

The team, Brewster, Pecenco, Claros, Odu and Gonzales has submitted our question to McClenney. The focus of the consultancy will be "now that we have been doing the research, how do we implement what we have learned?" The meeting is scheduled for December 2.

The first CAGP workshop will be October 15 on "Redesigning Students' Onboarding Experience" from 11:00 – 1:00p.m. Participants will hear how exemplar colleges are undertaking intentional design to ensure purposeful connections with students, holistic advising, supported career exploration and choice making and development of a full-program educational plan early in students' colleges' journey. If interested need to provide RSVP to Brewster. Currently have five individuals registered to attend.

On October 18, Claros, Brewster and Gonzales will be meeting with McClenney to discuss OnBoarding.

Murphy shared the CA GP information will be presented at Academic Senate today, deadline to submit information to State is October 7.

Regional Meeting: Brewster shared Miramar was the only college in region where GP is moving forward at such a great pace in remote environment.

Gonzales discussion on budget: June 30, 2022 currently still the deadline to spend all GP funds. Need to spend approximately $300,00. State has recognized some colleges will have left over funds. Will not be provided an update if there is a statewide extension issued until late spring. We will continue operating with the June 2022 deadline in mind.

d) **Review of Proposals**

The committee reviewed six of the nine submitted proposals.
<u>Course sequencing proposal for retreat</u> reviewed. Proposal includes hourly pay for staff for retreat (8 hours/counselor {4 hours preparation, 4 hours day of}. 4

hours/faculty member), interest area t-shirt, interest area masks, Grubhub coupons, mailing.
Outcomes include:

- Finalize ADT course sequences for programs in all 6 Interest Areas
- Develop AA/AS course sequences for programs in all 6 Interest Areas
- Develop certificate course sequences for programs in all 6 Interest Areas
- Create course sequences for undecided students still exploring within Interest Areas
- Further strengthen relationships between counselors and faculty
- Have counselors educate faculty on requirements for transfer and degree/certificate completion
- Have faculty educate counselors on specifics of course scheduling
- Create awareness about need for course sequencing to promote equity among students
- Create community among Interest Area programs by bringing them together and providing swag
- Encourage faculty buy-in to course sequencing and Guided Pathways overall

Identified concerns were costs related to t-shirt, masks, postage, and lunch. Recommendation to identify specific amount of individuals and to provide a more specific breakdown. Compensation for faculty will have to ensure there is no double dipping for those scheduled to work on the dates of the retreat, would need to look at all program cards. When the groups are identified will need to know who is committed to working these days.
Recommendation is for approval with cavoites, 6 yay votes, 0 nay votes. <u>The motion carried.</u>

<u>Website revision proposal reviewed</u>. Intent is to hire a consultant to review website and access the three aspects that need the most help. Current issues include structure, links and overall appearance with appropriate navigation. Need to identify who to fix, wither it be internal or external resource.
Outcomes include:
- Develop protocols and actions of what can and cannot be completed (primarily from a faculty standpoint) on the website.

- Review and propose changes to sdmiramar.edu pages (primarily the homepage, essential homepage links/pages (e.g. DSPS, Financial Aid, Admissions, etc.), and guided pathways pages – onboarding, course sequence, program mapper, etc.

- Establish a Website Development Workgroup and create plan for campus and/or consultant involvement for website modifications (if approved by Academic Senate/GPS Steering Committee).

- If approved by Academic Senate, in a timely manner, the plan for website modifications/changes could be executed and completed by the end of the Fall 2021 semester (or intersession, 2021-22).

Identified concerns include the need for the proposal to include and be driven by IT. Need to solicit broader buy-in from College Council. Suggestion was made for IT to take lead and guided pathways can fund. Concern history would repeat itself if driven solely by IT.

Recommendation to resolve some issues with IT prior to presenting to College Council. Cain to meet with Gonzales or Odu to prepare to present proposal to College Council. Recommendation is for approval with cavoites, 6 yay votes, 0 nay votes. <u>The motion carried.</u>

<u>Proposals for developer for IAST Canvas Shells</u> included three separate models.
<u>For students:</u> proposal to pay 2-3 ESUs to a faculty to build and organize the IAST Canvas Shell.
Outcomes include:

- Create a homepage in the Canvas shells for the Interest Area that promotes student success
- Identify areas of importance for students to be successful at Miramar and creates a visually appealing way of sharing them
- Enhance student networking abilities in an Interest Area by strategically placing career related events in the region
- Develop a calendar of upcoming events which can easily be updated based on events within the Interest Area
- Clarify behaviors and strategies that can be employed each semester to help students complete their academic goals

<u>For undecided students:</u> proposal to pay 2 ESUs to a faculty member to organize the IAST Canvas Shell for undecided students.
Outcomes include: Develop a canvas shell that will help students explore career and major opportunities

- Create a Canvas shells for undecided students that promotes selecting a major by helping to explore career options for different majors
- Identify areas of importance for students to be successful at Miramar and creates a visually appealing way of sharing them

- Promotes building capacity in students by introducing them to resources on campus to help them succeed
- Clarify behaviors and strategies that can be employed the first semester to help students complete their academic goals
- Move students into an area after one semester as undecided

For faculty: proposal to pay 2-3 ESUs to a faculty member to organize IAST Canvas Shell for faculty.

Outcomes include: by the end of fall 2021 all Canvas Shells would be built. Final product will be import into all six Interest Areas to serve as their shell. The homepage should be 90% complete. The modules will be skeletons with suggestions on how to fill them. Developing a space for faculty to examine how they can help move the needle and increase the number of students who complete and/or transfer

- Provide faculty with brief synopsis of resources on campus relevant to their interest area/discipline

- Provide access to resources to help retain students in their courses and at Miramar

- Identify loss momentum points for students and share resources to help reduce the losses

Identified concerns for Canvas Shell proposals we too many ESUs offered for undecided canvas shell. Murphy asked who would be assigned these ESUs? Brewster shared there would need to be a call out of additional faculty participants. Seconds identified concern was regarding the enrollment of students into Shells. Students normally access shells through enrollment for courses. Would need to figure out how to enroll all students into Shell for it to be functional.

Recommendation is to identify one individual to complete work for all three Shells. Claros to have conversation with Julian regarding challenges with student enrollment into Shells. Gonzales to talk to Topham regarding enrollment into Shells. Will gather information and bring back to the group for further discussion.

Onboarding student success team proposal reviewed. Intent is to create an On-Boarding IAST with proper compensation for each participant.

Fall 2021 Outcomes
- Explore how students are DIRECTED, FOCUSED, NURTURED, ENGAGED, CONNECTED, & VALUED through existing programs & services as well as identify equity gaps based on data.
- Develop 4 or more onboarding strategies to implement for Spring 2022 semester

Spring 2022 Outcomes
- Implement and assess new onboarding strategies
- Onboarding to Interest Areas
  - Create virtual communities through Canvas for students to explore their interests, connect with discipline-specific faculty, intentional programming with student affairs (clubs & organizations), career center, transfer center, etc.
  - Improve connection to campus, increase retention & completion of program of study resulting in transferring to a four-year university and/or employment

Long Term Outcomes
- Reimagine Onboarding Process for ALL New Students

Identified concerns is the need to explore if work is part of current workload. Brewster shared Claros' proposal derived from work completed similar to that of IASTs. These participants should be compensated appropriately. Odu recommended creating an On-Boarding IAST. Murphy added to send out a call out so it is an equal opportunity for the campus. Brewster will share suggestion with Claros. Will work together to create parameters and send call out. In the meantime, the current group can continue with work. Need to review options for compensation for Classified Professional (overtime) and students (possible book vouchers, however will affect financial aid).

Due to time restraints proposals for CRISC (Creating Standards for Culturally Responsive Teaching), Learning Community for STEM and Faculty-Student Mentoring Program tabled to next meeting.

Brewster to follow-up with leads regarding recommendations for reviewed proposals.

III. **New Business**
  None
IV. **Announcements**
  None

V.   **Meeting adjourned** – 3:00p.m.

                                  Next Meeting Tuesday, October 5, 2021