SAN DIEGO MIRAMAR COLLEGE
Guided Pathways Steering Committee
Tuesday, October 19, 2021, 1:30 – 3:00p.m.
Zoom Meeting: Zoom Meeting: **https://cccconfer.zoom.us/j/146614863?pwd=WHRXbUN5eEV2cnIvL04xVTYzR2toZz09**
Password: 711082
Meeting ID: 146 614 863

Committee Members:
Co-Chairs: Lisa Brewster (Guided Pathways Coordinator)
Co-Chair: Adrian Gonzales
Administration: Michael Odu, Nessa Julian
Classified Professionals: Sean Young
Faculty: Laura Murphy
Students: Danielle Guerra
Vacancies: Classified Professional (2), Faculty (1) Guided Pathways Coordinator/ Co-Chair, Student (1)
Guests: Laura Pecenco, Matthew Cain, Anne Gloag

MINUTES

I. **Call to Order –** 1:31p.m.
II. **Approval of the Agenda -** Motioned for approval by Odu, Brewster requested to add CAGP project for December meeting to agenda, will be added to announcements, second by Young, agenda approved.
III. **Approval of Past Meeting Minutes, 10 /5/2021 -** Motioned for approval by Murphy, second by Brewster, Julian and Young abstained, minutes approved.
IV. **New Business**

#	Item
1)	**REACH** Brewster shared the college has been invited to participate in REACH which is designed to benefit adult learners. REACH is a Racial Equity for Adult Credentials in Higher Education, which aims to increase attainment of high-value non-degree credentials and associate degrees in community colleges by adult learners of color. Brewster, Lundburg and Gonzales recently received invite. Have reached out to constituent groups to see if there is interest in the college participation. Murphy share concerns with personnel portion, not intent. Young agreed, sharing Classified Professionals are all already stretched thin. Emphasized the need to prioritize projects the college chooses to participate in. Murphy inquired about further collaborating with Continuing Education. Since many of their student's transition to our campus to complete CTE certificates, it would be beneficial to develop a pathway from non-credit to credit. Gonzales pointed out the effort in the REACH project would be not as involved as other projects may be, two to four individuals can lead it. The initial cost will be $11,000. Have the opportunity to apply for a grant to cover the remaining cost of $30,000, however that would require additional effort from the college. The letter of commitment needs to be submitted October 20. Odu agreed with idea of participation, however recognized our current capacity is low. Pointed out we may have the opportunity to participate now or in three year from now. Either way we will have to complete the work. Since our college was identified due to the successful studies we have accomplished within guided pathways, it is an honor to be part of this initial implementation effort. It provides us an opportunity to highlight the good work we are completing. Guerra pointed out it can be

	helpful to view the project from the standpoint of quality verses quantity, we maybe want to prioritize our current initiatives. Recognized the concerns with staffing but see value in project. The Recommendation from guided pathways steering committee is to participate in the REACH project, there was consensus with caution from all committee members.
2)	**Process for funding requests for GP funds** Brewster shared proposed template to use for future funding requests. This will provide parameters and a broader scope of how to appropriately request for funds and how funds are awarded to initiatives. Gonzales explained the budget is currently set-up by employee group. As we are transitioning to outcome-based efforts, it would benefit to have a different set-up. Julian suggested including a data component to the form. Identifying how proposal was developed due to the data, who are the stakeholders in the incentive and what strategic goals it would be connected to. Gonzales additionally suggested for the requester to identify how funds will be covered over time without relying on guided pathways as the funding source. Odu agreed. Adding the leadership of the college should be the one to lead the parameters for the request form, emphasizing they should decide how we want to conduct business. Based on this Brewster will hold on edits other than Julian's suggestions. Gonzales, Odu and Brewster to have a meeting with campus key leaders, ensuring constituent groups are represented. Murphy suggested to start with a smaller group and then take to College Council to broaden the conversation. Young mentioned possibly including individuals from Classified Senate and department chairs to represent within the small group. Gonzales to follow up with final steps to committee after review and further discussion with Julian and Solano.
3)	**Proposal Request Form for GP Funds** See IV.2

V.   On-Going Business

#	Item
1)	**Updates on Areas of Focus**
	a. Onboarding Brewster shared Claros and team attended workshop last week lead by AACCA. Met with McClenney yesterday to refine collection of data and assist in focusing on one area onboarding. Will consult with Solano to identify best ways to move project forward.
	b. Course Sequencing Pecenco shared the October 15 was well attended. There were four breakout rooms for different interest areas. Next retreat will be October 22; will focus less on general education. Murphy shared the events was productive and saw the need to have counselors attend meetings for their insight. Brewster added it provided a great venue to facilitate conversations and share knowledge. Having this knowledge will develop faculty's skills further to be able to mentor students better. Gonzales ensured counselors now have a better understanding on the projects associated with guided pathways after the team visited the general counseling meeting.
	c. Mapper Project Cain will meet with Concentric to receive further direction. Intention is to host kick off mid-November. Will put call out for implementation team. The entire process takes approximately 6-9 months; goal is to have implementation by fall 2022. Will have more information after 10/20 meeting.

2)	**IASTs**
	Brewster shared all four groups are now up and running. First two groups will end in December 2021, just in time for the two additional teams to commence their work in spring 2022. Will be discussing with Solano how to institutionalize the work that has been complete to not lose momentum. The two new groups will include Public Safety and Business, Technical Careers & Workforce Initiatives, will need to recruit participants. Plan is to meet with Deans to discuss additional details, want to ensure work is not duplicated.
3)	**Review of Website Proposal**
	Gonzales shared the revised proposal; the IT team with the support of guided pathways will put together a survey to determine effectiveness, accuracy and user friendliness of the website. The purpose behind that is to assess of people opinions on website. Based on the results will create an action plan to address gaps that are identified. Will also include a timeline and potential costs associated with recommendation. They are requesting for $50,000 to put towards the effort. Some potential outcomes are to hire a consultant, host website workshops, review and updated findings of the recommendations, provide training or purchase software. The action plan will be taken to College Council for review and final determination.
	Some discussion followed regarding the questions to be included in the survey.
	Employees will receive the survey via email off the DL list for Miramar. Students will be receiving a targeted email from district. Guerra suggested putting the survey onto Canvas for students, as it would increase accessibility and potential participation.
	Murphy motion to approve funding for website project, Odu second, 7 yay votes, 0 nay votes. The motion carried. Funds will be earmarked for project.
4)	**Review of Pending Proposals**
	Committee agreed all current proposals for website, onboarding, and IASTs to proceed with current review approval process.
	Onboarding Student Success Team**:** Claros requesting for same parameters as other current IASTs. Gonzales pointed out we have funds to support effort. Brewster shared the group will begin their work in spring 2022 and end June 30. Goal is to create one strategy to be implemented. Want to focus on quality verse quantity. Odu motioned to create onboarding IAST, Murphy second, 7 yay votes, 0 nay votes. The motioned carried.
	STEM (three separate proposals):
	1. Learning community – Mojica, Claros, Gloag and Pecenco developed proposal. Would like to create a learning community for each of the areas that are in existence. Ideally, there will be a learning community for each one of the six interest areas, at a minimum two. There will be ESU associated with both faculty members involved, the faculty member teaching the Personal Growth and the faculty member whom teaches the introductory class. The exact load is yet to be determined. There focus would be on the connection between the two courses. There would be two outcomes. First, completion of preparation to offer the course in fall 2022. Second would be to develop syllabi and templates for how those courses can be taught. This would be a tool other instructors can use over time.
	Clarification and discussion followed regarding the specifics regarding the structure and purpose of the learning communities. Gloag provided the example of many DI students finding trigonometry a challenge. If trigonometry and personal growth courses were to be paired, is would potential help student overcome this roadblock. Odu posed the question of what would be the next steps. If we look at gateway classes, they can create a bridge for students into an area of focus. Committee is asking for clarification if the intent of the proposal was to include learning communities, as this is a different approach. If this was not the intention, suggestion is to look at Personal Growth courses that are individualized to the

interest area, identify the gateway and bridge classes to ensure we do not lose the network that is created amongst the students the first semester. In addition, Gonzales pointed out the proposal for Onboarding proposed by Claros pairs well with the STEM proposal. Gonzales volunteered to assist the group refine their proposal.

Brewster pointed out there are two more pending proposals to review, (faculty mentoring program and CRISC). Committee will review at next meeting.

VI. **Announcements**
None
VII. **Adjourn** – 3:13p.m.
VIII. **Next Meeting:** Tuesday, November 2, 2021

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* San Diego Miramar College Strategic Goals Fall 2020-Spring 2027

1) **Pathways -** Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success.
2) **Engagement -** Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success.
3) **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making.
4) **Relationship Cultivation -** Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships.
5) **Diversity, Equity, and Inclusion –** Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community.

**ACCJC Accreditation Standards (Adopted June 2014)

I. Mission, Academic Quality and Instructional Effectiveness, and Integrity
I.A   Mission
I.B   Assuring Academic Quality and Institutional Effectiveness
I.C   Institutional Integrity
II. Student Learning Programs and Support Services
II.A   Instructional Programs
II.B   Library and Learning Support Services
II.C   Student Support Services
III. Resources
III.A Human Resources
III.B Physical Resources
III.C Technology Resources
III.D Financial Resources
IV. Leadership and Governance
IV.A Decision-Making Roles and Processes
IV.B Chief Executive Officer
IV.C Governing Board
IV.D Multi-College Districts or Systems.