

SAN DIEGO MIRAMAR COLLEGE
Guided Pathways Steering Committee

Tuesday, February 1, 2022, 1:30 – 3:00p.m.

Committee Members:

Lisa Brewster, Adrian Gonzales, Michael Odu, Nessa Julian (absent), Sean Young, Laura Murphy (proxy: Pablo Martin), Danielle Guerra

Vacancies: Classified Professional (2), Faculty (1) Guided Pathways Coordinator/ Co-Chair, Student (1)

Guests: Jae Calanog, Laura Pecenco

MINUTES

- I. **Call to Order – 1:35p.m.**
- II. **Approval of the Agenda** - Motioned for approval by Odu, second by Brewster, agenda approved.
- III. **Approval of Past Meeting Minutes, 12/1/2021** – Motioned for approval by Brewster, second by Guerra, minutes approved.
- IV. **New Business**

#	Item
1)	<p>Budget/ NOVA Report</p> <p>Gonzales shared the budget report was submitted into NOVA in December 2021. It required review and approval of the Guided Pathways Coordinator and Vice President of Administrative Services. The report encompassed 2017 through 2022, therefore included some predictions. The report was broken down into three separate areas. First, a break down by object code noting the project to date expenditure, final expenditure forecast and remaining amount to spend. Second an approximate spending per category. Lastly an explanation of the approximate spending per category. Based on these predictions, anticipate to have 400,000 carry over. The report was approved.</p>
2)	<p>Projected projects for Spring 2022</p> <p>Brewster requested for input from leads for anticipated activities for Spring 2022. Once receives feedback will plan to bring back finalized list to the next meeting.</p>
3)	<p>Summary of Convocation</p> <p>Odu pointed out it was good to see excitement from attendees during the Spring 2022 Kick-Off event. Anticipate to schedule a follow-up event in the form of a conference for the whole campus on an off-schedule date. Initially planned to schedule in March, however may schedule for April due to accreditation restrictions only allowing one large event per month. Odu additionally informed committee he has a presentation prepared to present at an ASG and Classified Professionals Senate meetings. Will plan to get onto both agendas in the near future.</p>
4)	<p>CA GP Spring Calendar</p> <p>Brewster shared one of the upcoming events for CAGP will include the planning meeting with McClenney on February 7. The discussion will revolve the challenge our college will focus on this semester and identifying what our presentation will be on. Two suggestions for topics are how to roll out interest areas to the campus by fall 2022 or how to institutionalize the initiatives after guided pathways funds are depleted. Discussion revolved around both topics, further deciding to focus on institutionalizing initiatives. The committee agreed the focus will be on taking inventory of the tools and resources available to the college, evaluate what we have and how these affect student success, while identifying how we link these into Guided Pathways. The GP leads will work on refining the goal and discuss with McClenney.</p>

Brewster shared on April 27 – 29, there will be an in-person conference at Costa Mesa. President Lundburg will not be able to attend, therefore Gonzales or Odu will need to attend in his stead. Murphy and Brewster will also be in attendance. There are three other spots available. Recommendation is for Cain, Pecenco and Claros to attend.

Information on other webinars has gone out to campus and signups have begun, some of the dates include February 25, Operationalizing the big ideas of Guided Pathways, and March 25, Leading holistic student support reform. If anyone from steering committee is interested in attending please contact Brewster. Links have also been sent out to committee for available webinars and workshops in the guided pathways folder.

Clarification between the difference of roles McClenney and Solano play within guided pathways was explained. Solano takes a more hands on approach with the campus and assists with a variety of issues and concerns, while McClenney focuses on a main issue, shares her experiences and recommendations to address issues. She is also providing guidance on how to operate individually, while taking our experience and sharing with other colleges. The college overall benefits from the collaboration of both resources. We had Solano as a consultant prior to joining CAGP. One of the benefits from participating in the CAGP is it allows us to collaborate with our colleagues from other institutions and regions.

V. On-Going Business

#	Item
1)	Updates on Areas of Focus
	<p>a. Onboarding Brewster shared the OST workgroup has finished their work. They went through and reviewed the six student success factors related to on-boarding. This group has been dismantled and a new group was created since their work was more involved than originally planned. The ODT (On-Boarding Design Team) was created. Participants have been identified and they had their first meeting. Plan to review strategies and interventions. One of the interventions they would like to work on developing a FYE (Freshman Year Experience) Program. Would like to incorporate an element of how to connect with students from start to finish, like a cohort, making students feel part of a community. Concern for developing this program include short staffing campus wide.</p>
	<p>b. Course Sequencing Pecenco shared there are four counselors whom are reviewing course sequences for accuracy. Anticipate this work will be completed by March 1. The only sequences that have not been completed are for Fire Tech, EMT or Public Safety. Pecenco additional focusing on course occurrence and understanding when we are offering courses in relation to other course offering. Courses are currently based on past enrollments. If we shift the planning focus to identify when courses are offered so we do not run courses concurrently or based on skillset it may be beneficial to students.</p>
	<p>c. Mapper Project Brewster is requesting a call out for Classified Professional for overtime to assist with the input of maps into program. For this it would require approval from manager/supervisor. Gonzales and Brewster will put together announcement to be sent out. Will need to have work completed by July 2022 at the latest. Goal is to have release of program for use by fall 2022.</p>

	<p>Additional will need to have program pages completed with an informational video. Will only focus on a couple departments this semester. For now, will incorporate a picture as a placeholder for remaining departments.</p> <p>Lastly, all programs will have to review their program learning outcomes, salary data and final review of maps before launch.</p>
2)	<p>IASTs</p> <p><u>STEM</u> is working on the paired courses. Meeting is scheduled for the third Wednesday of the month to work out details. Calanog and Madrak are working on the faculty-mentoring program. Call went out for participants interested in being a mentor or want to participate in developing the concept.</p> <p><u>CALC</u> will launch a community of practice around teaching and learning in the School of Liberal Arts. Focus will be building community within the classroom. Will begin in February, invitation for participants will go out and offered FLEX hours. Challenge is to figure out how to get involvement from faculty.</p> <p><u>Social & Behavioral science and Business Entrepreneurship</u> are finalizing strategies on initiatives.</p> <p><u>Health & Wellness'</u> first meeting will be next week. Currently only have participation from exercise science and nutrition.</p>

VI. Announcements

Brewster participating in a Statewide Consortium of Guided Pathways leaders. Will share resources with group as they become available.

Gonzales reminded the coordinator position for GP was adjusted from .50FTE to 1.0FTE, therefore will see more announcements and information from Brewster. If need information regarding GP, reach out to her. Odu is also taking lead on some GP initiatives.

Brewster working on creating an interest area canvas shell. Development based on feedback from counselors at retreat. Idea is when students register, they select a major and meet with a counselor, they will automatically be enrolled into a canvas shell. The three areas of focus will include planning your education, understanding your major and key to success. Gonzales shared Student Services Leaders have expressed an interest in engaging with GP, concerned with balancing duties.

Martin mentioned Demcho expressed interest in participating as a voting member in guided pathways. Would need to adjust membership for committee. Gonzales mentioned the need to make the necessary changes to committee membership as the GP structure changed when eliminated the dual coordinator position. Will plan to review the handbook write up at next meeting for consideration of reorganization of committee makeup.

VII. Adjourn – 3:02p.m.

VIII. Next Meeting: Tuesday, February 15, 2022

* 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.