

SAN DIEGO MIRAMAR COLLEGE
Guided Pathways Steering Committee

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

Committee Members:

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

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

Guests: Laura Pecenco

MINUTES

- I. **Call to Order** – 1:36p.m.
- II. **Approval of the Agenda** - Motioned for approval by Brewster, second by Julian, agenda approved.
- III. **Approval of Past Meeting Minutes, 2/15/2022** - Motioned for approval by Brewster, second by Guerra, minutes approved.
- IV. **Updates**

#	Item
1)	Mentoring I3 grant The stem mentoring program applied for \$125,000 to grow the program. Contributors for the grant included Odu, Gonzales, Woods, Madrak, Calanog and Brewster.
2)	PD announcements: <ul style="list-style-type: none">a. Inputting Maps Brewster pointed out the deadline for the professional development opportunity for Classified Professionals to submit their application was February 28. Received interest from seven applicants. Classified Professional’s supervisors will be contacted to ensure approval to participate in project. If receive approval, applicants will be provided further steps to complete task. As the projected average to input one map is 15 minutes, plus allowing one hour for training, the projection is to offer an average of 20 hours of overtime per individual. Exact numbers are to be determined, as there are extenuating factors that may change the time allotment. Pecenco concerned the counselors whom reviewed the maps will view the time allotment as unfair as they were only provided 4 hours total to complete their work. Brewster will review and address concerns regarding compensation for counselors further with Gonzales and Odu at Leads meeting on March 4. Odu clarified the amount of work completed was different then what was originally drafted.b. HWPS Brewster shared the membership for the Health, Wellness and Public Safety team has been finalized. Goal is to start work in mid to late April, continuing into summer and fall 2022. Missing representation from Advanced Transportation and Applied Mechanics.c. REACH The focus of the project will be to follow students whom are 27 or older from completion of the application to enrollment in courses. The composition of possible team members was discuss for REACH. Gonzales’ recommendation was to change the student services Classified Professional to an instructional Classified Professional as there is already ample representation from SS. It was noted that the grant has its own funding source, however

	<p>final confirmation is pending. Projected to be awarded \$15,000. Need additional clarification if this is a onetime award or if it will be per semester. Initially may need to use GP funds and then change over to REACH to ensure compensation is encumbered for participants. Still need additional clarification as to what is being asked of participants and for how long prior to announcing. Estimated timeline is to start the project is this semester with an end date of May 2023. Student compensation for participation still needs to be addressed as our District does not allow stipends or direct payment without being an employee. Brewster to send Gonzales and Odu drafted professional development announcement for review after making recommended edits.</p>
<p>3)</p>	<p>CAGP Phase Two Institute #2, April 27-29, 2022</p> <p>This event will be an in-person institute. There have been recent changes to whom is requested to attend conference. After discussion, the recommendation is to include Lundburg, Brewster, Julian, Claros, Odu or Gonzales and Robinson. These seats will be offered to individuals to see if available. The focus of the conference will be on equity. GP will need to cover cost for food and mileage. Attendance and room fees are part of the membership already covered.</p>
<p>4)</p>	<p>2022 Pathways to Equity Change Regional Online Convenings</p> <p>This is a Chancellor’s Office funded project the campus is expected to participate in. The purpose of these coverings is to support college teams in creating transformative, equity-based change, by bringing a project that they are planning to redesign and implement in the next six to eighteen months. Team of seven needs to be recruited from campus, will include GP coordinator and Equity coordinator. Suggestion from committee is to tie these coverings into the REACH participant requirements. The initial virtual event will be on April 15 from 9:00 – 3:00p.m. Brewster to include duties into drafted REACH professional development announcement and send to Gonzales and Odu for review.</p>
<p>5)</p>	<p>District collaboration</p> <p>a. District collaboration</p> <ul style="list-style-type: none"> i. SBSE (Social & Behavioral Science) IAST is working on the student version of the Canvas shell. As the Pathways to Navigation grant is pending Board approval, the funding source is not finalized. Once grant is approved, can create group to build Canvas Shell for undecided students. If this project cannot be funded out of Pathways to Navigation, will need to bring back to steering committee in fall 2022 to build team to complete project. Miramar will be the first campus in the district to enroll students into an interest area based on the information input on their application and selected home institution. ii. Vice Chancellor Topham is working in collaboration with the Academic Senate Presidents to create a team to optimize the early alert system for students. iii. The first districtwide GP meeting is scheduled for March 24. <p>b. CCC Apply Correspondence</p> <p>Brewster shared Odu’s efforts along with the District Office have allowed some changes within CCC apply. Students will now have the ability to apply in multiple ways. While completing their application they will be able to select a major or interest area. Brewster to work with Palma-Sanft and DeVore to clean up list of majors offered at the college. Brewster is working with Nguyen, Claros and Stack on rewriting the initial email</p>

	<p>correspondence students receive when applying to the college. Want to include faculty presentative, possibly Igou in his role of Chair of Chairs. Possibly to add Boyd as well. Projected deadline to finalized language for correspondence before spring break.</p>
6)	<p>Plan for a campus-wide retreat Odu shared feedback has been gathered from all constituencies regarding becoming a student ready college. The VPI's office is working with the Research Office to analyze data, as the results will drive the direction of the presentation for the event. Outcome of event will guide the college in an educational plan. The event will be held on April 23 from 9:00 – 1:00p.m. Faculty, Classified Professionals and student compensation, still to be determined.</p>
7)	<p>Review of organization of committee membership After some discussion, the committee reached consensus on the following recommended changes. 1. Change co-chair position of committee from two to one. 2. Add one faculty at large position (to make up for structure change of co-coordinator position). 3. Add "designee" to language for Academic Senate President. 4. Change instructional Dean to Equity Dean. Gonzales to draft changes and send to committee for final review before sending to Committee on Committees (ConC).</p>
8)	<p>Rotation of committee members Based on the membership of the committee, will have four positions that will rotate. Those positions will be the classified professionals and the faculty at-large position. Suggestion for two of the classified positions to be on a two-year term and one classified and one faculty to be on a three-year term. This should start the sequence for the next three years. The positions by job designation will not rotate. Gonzales will draft and bring back to committee for final review.</p>
9)	<p>Proposal Form Review Brewster shared no additional feedback received on proposal form, will continue as is.</p>

V. New Business

#	Item
1)	<p>Updating Program Mapper process Maps are in progress, almost complete and ready for input. Moving forward need to identify who will be responsible for updating the maps. The two pieces that will need content updated include the course sequence maps and program pages within the Program Mapper. Will discuss further at next meeting. Brewster to send out list of tasks that need to be completed and examples of how other colleges have approached duties for committee to review prior to next meeting.</p>
2)	<p>Website changes</p> <ul style="list-style-type: none"> a. Discover Your Path Brewster is working with Hill and Smith. Recent discussion resulting in identifying the need to change the name of "discover your path" to something else. Brewster to send out suggestions via email for a group decision. b. Changes needed to program pages Department chairs have been involved in the interest areas program pages on the Mapper Project. Concern revolving around inconsistencies on program pages on the website. Need to consider creating a template for these pages so they are a useful

	resource for students. Brewster to provide samples at future meeting to identify strategies on how to move forward.
3)	Structure of GP 2022/23 The future structure of guided pathways will be discussed at the steering meeting after the Guided Pathways Retreat.

VI. On-Going Business

#	Item
1)	Updates on Areas of Focus
	a. Onboarding – No update provided.
	b. Course Sequencing – No update provided.
	c. Mapper Project – No update provided.
2)	IASTs – No update provided.

VII. Announcements

VIII. Adjourn – 3:01p.m.

IX. Next Meeting: Tuesday, March 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.