

**SAN DIEGO MIRAMAR COLLEGE**  
**Guided Pathways Steering Committee**  
 Tuesday, March 15, 2022, 1:30 – 3:00p.m.

**Committee Members:**

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

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

**Guests:** Gabi Mansfield

**MINUTES**

- I. **Call to Order** – 1:36p.m.
- II. **Approval of the Agenda** - Brewster asked to remove new business item, SBSE IAST, already discussed at Leads meeting, motioned for approval by Guerra, second by Murphy, agenda approved.
- III. **Approval of Past Meeting Minutes, 3/1/2022** – Motioned by Murphy, second by Brewster, minutes approved.
- IV. **New Business**

#	<u>Item</u>
1)	<p><b>Updating Program Mapper process:</b></p> <ul style="list-style-type: none"> <li>a. <b>Course Sequences</b>            Brewster shared course sequences will need to be reviewed and edited annually. Based on conversations with curriculum, most changes will occur in the spring, with changes being input in the summer. Need to identify who will make sure the sequences are reviewed, who will complete the review, where the edits will be collected and who will be responsible to input changes within the Program Mapper.            Brewster to go to Classified and Academic Senate meeting to present information on Program Mapper. Recommendation from Brewster is to include the course sequencing into the Program Review process as this is also reviewed on an annual basis. Brewster shared Odu suggested to have current NANCe employees within the Dean’s offices to assist with input of changes. It would be an approximated workload of 20 hours per semester.</li> <li>b. <b>Program Pages</b>            Brewster shared the program pages will need to be reviewed and edited annually. Program pages will include a description, video or photo, PLO's and maps. Need to identify who will ensure review of the pages is complete per major, where the edits will go, and whom will input edits to change the major page in the Program Mapper.            After a short discussion, committee agreed it would be best to wait for recommendations from campus at large.</li> </ul>
2)	<p><b>Website changes</b></p> <ul style="list-style-type: none"> <li>a. <b>Program Pages</b>            The Miramar College website is where all program pages are stored. Currently, all of the program pages were imported into the template completed by ImageX. However, editing the pages can be challenging. A quick review of the program pages also shows that many are lacking accurate information or are blank. Ideally, would form a work group that will look at best practices on these pages, and then make recommendations and suggestions on how to develop further. Brewster pointed out the importance of these pages, as the Interest Areas will link to them.</li> </ul>

	<p>Concerns were noted regarding the format of the home page, accessibility to information, and ability to update information. Guerra suggested going to ASG for input on layout of homepage. Gonzales reminded the need for feedback to be specific. Murphy pointed out the home page is part of guided pathways purview as it is the initial point students access the website and pursue other relevant resources, such as guided pathways, interest areas and program pages. Additionally, Brewster noted facing challenges with accessibility to making and saving changes to the college website. Hill and Smith given deadline of March 22 to complete work on the “discover your path” page as it will be needed for a presentation at a district meeting. Gonzales to pull Lundburg and Miramontez into conversation regarding access concerns and completion of changes. Brewster reminded that when website survey was completed, students assumed Canvas was the website; therefore, results of survey were skewed incorrectly.</p> <p><b>b. “Discover your Path” title change</b>  Suggestions for title change to the “discover your path” page were “select your Interest Area”, “discover your major”, and “discover your educational plan”. Want to pull together a group of students to further explore some options that are student centered. From this, will be able to collectively propose a name.</p>
3)	<p><b>SOAA</b></p> <p>The Scale of Adoption Self-Assessment for guided pathways is the tool designated to help colleges assess how far along they are towards adopting essential guided pathways practices at scale. The annual report is due mid-April. Currently in the process of collecting data, before writing narrative. Need to take to Academic Senate for review prior to submitting. Will also send draft to committee for review.</p>
4)	<p><b>Interest Area must do’s</b></p> <p>Activities to be completed for interest areas include the development of webpages for each area, Canvas shells including the option for undecided students, renaming the “discover your path” tab, and assembling a welcome week to introduce interest areas to students. The current timeline for completing these activities and individuals responsible for task were shared. Brewster reiterated if funding from the Pathways to Navigation grant does not cover the cost of projects, would need to come back to committee for request of funds. Some IASTs are working on similar projects, but not on a broader spectrum.</p>
5)	<p><b>Interest Area Videos – Requesting funding</b></p> <p>Gonzales suggested the possibility of expanding the option of creating descriptive videos beyond IAST and branch out to all departments on campus. This could be incorporated into reengagement efforts, potentially making use of HEERF funds. Brewster and Pecenco to take lead will complete videos for all interest areas by May 2022.</p>
6)	<p><b>REACH Applicants</b></p> <p>Brewster to work with Odu for recruitment of Classified Professionals for the REACH project.</p>
7)	<p><b>Equity Plan</b></p> <p>Julian shared the key element of the 2022-2025 Equity Plan is for it to be intentional. This includes an alignment of plans and framework for guided pathways and vision for success, and addresses prioritization of DI groups transitioning from activities based to system design. Changes in the design for the 2022-2025 plan for an intentional design, including targeted actions, streamlined metrics and data-driven continuous improvement including transformational, community driven, reflective, fluid and dynamic, race-consciousness, inform other institutional plans and braiding of funds. The intent is to apply the Equity</p>

	<p>framework to the plan, while using the campuses definition as this is our understanding of what it means to us and is the campus wide vision.</p> <p>Miramar has the unique opportunity to pilot test a framework that has been developed by the RP group. It is an equity framework that will allow us to show how we can apply and utilize the framework as we develop this Equity Plan.</p> <p>Feedback from USC CUE from the 2019-2022 plan will be used as a tool when developing our plan. The intent was to create race-conscious design while leveraging existing work and addressing campus reform by creating activities that are systemic in design. In the executive summary from the USC CUE, the strengths the college was commended for included an institutionalized commitment to change and innovation. Inquiry in several activities, utilizing social media to share information and an examination of polices and structures to transform.</p> <p>Planning timeline for development of plan and college input was shared. Will require approval from college constituencies, guided pathways coordinator and district prior to submitting into NOVA on November 30, 2022. Murphy noted if documents requires the Academic Senate President's signature, requested ample time for allow for two reads.</p>
8)	<b>SBSE IAST – Removed from agenda</b>
9)	<b>Review Draft of Rotation of Committee Members</b> No concerns or feedback. Will review one final time at next meeting.

V. **On-Going Business**

#	Item
1)	<b>Updates on Areas of Focus - Not discussed</b>
	<b>a. Onboarding</b>
	<b>b. Course Sequencing</b>
	<b>c. Mapper Project</b>
2)	<b>IASTs - Not discussed</b>

VI. **Announcements**

VII. **Adjourn – 3:02p.m.**

VIII. **Next Meeting: Tuesday, April 5, 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.