<u>**Committee Members**</u>:

Lisa Brewster (absent), 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, Gabi Mansfield, Synthia Chang

MINUTES

I. **Call to Order –** 1:37p.m.
II. **Approval of the Agenda -** Motioned for approval by Murphy, second by Odu, agenda approved.
III. **Approval of Past Meeting Minutes, 3/15/2022** – Motioned for approval by Odu, second by Murphy, minutes approved**.**
IV. **New Business**

#	Item
1)	**SOAA** Gonzales provided an overview of the completed Scale of Adoption Self-Assessment. When reviewing the assessment, it was noted a majority of the items are scored as "scaling in process", this is largely due to the progress completed for the Program Mapper. The timeline for areas scored as "not systematic" are expected to be initiated by Spring 2023.
2)	**HEERF Funds** Brewster submitted RFFs for the use of HEERF funds for the following projects: 1. Interest Area videos for college website. 2. Tent for welcome week and promotional materials for Fall 2022. 3. Funds for faculty to develop program pages on college website. All requests are related to reengagement efforts for students. The RFFs will go through the official review process. Decision is pending.
3)	**Funding for GP: Next 3 years** Gonzales shared the college is projected to received additional funds from the State at the same rate that was received for the of 5th year, projected to be approximately $100,000. We have yet to receive official confirmation. The campus' current spending pattern in over $200,000 for fiscal year. This includes faculty assignments and reassigned time, professional development coordinator, consultant and supplies. The projected carryover will be approximately 200,000 from 2020-2021. Gonzales to send overview of current established expenses to committee for review. Odu had follow-up questions regarding the structure of guided pathways leads, coordinator position and related compensation. Pointed out how it would be ideal to have two coordinators for program. Gonzales shared the GP model in 2020-2021 included two coordinators, one from Instruction and one from Student Services both at 0.40FTE release. For the structure in the coming year, as the state is aligning equity and guided pathways, would like to consider combining and moving forward with these efforts as a joint process with one faculty member leading both initiatives. In 2021-2022, GP funds covered 0.40 FTE release out of SEAP budget for equity coordinator, 0.40 FTE release for Professional Development, and 2.5 ESUs total in reassigned time for faculty.

	Odu pointed out currently Brewster is taking on many activities; want to ensure the workload is not too much for one person. In Murphy's opinion, more than one coordinator position exceeding 1.0 FTE release is not needed to complete the assigned projects. Regardless if the workload is allocated to one or two individuals. Julian agreed with the coordination between equity and guided pathways framework moving forward. Would like to see the evolution of this position to align with the State's initiatives. Julian and Murphy to meet regarding the vision of the coordinator position for 2022-2023. Gonzales will wait for feedback from the conversation before moving forward with announcement to campus.
4)	**Awarded I3 Grant Update** Odu shared the college applied for the I3 grant and received confirmation we were awarded funds. The college plans to use the funds as seed money to pilot mentoring for each interest area. The STEM mentoring program will initialize these efforts and create the pilot program. The first meeting for the I3 grant is April 20-22, 2022.
5)	**REACH Team and Project** The REACH initiative focuses on the adult learner. The two projects that will be highlighted are the process of onboarding adult learners into college (entry) and how we help them stay on the path to completion. There are associated funds allocated to the program to provide compensation for work. The first orientation for the team will be on 4/8/22. Team includes instructional and counseling faculty, a Classified Professional and Administrator. The project is schedule to end in Spring 2023.
6)	**Phase 2 of Mapper Inputting Project** Pecenco shared phase one of the project that included the review of full time, fall start course sequences are almost complete. Will now transition into phase two, which includes all part time sequences. The plan is to have the same counselors that reviewed phase one of the sequences to review phase two. 5 hours per counselor will be provided to review a total of 142 sequences. Compensation will be in the form of 0.20 ESUs for each faculty to complete this work. Phase 3 will start in Spring 2023.
7)	**Update on Retreat** Odu confirmed the retreat is set to be on April 23. Currently have approximately 100+ RSVPs, students, contract and adjunct faculty and Classified Professionals. Will provide compensation for students using HEERF funds. Classified Professionals will receive overtime and there will not be compensation for managers. Breakfast, snack and lunch will be provided. VPI Office and Zhang are using collected feedback, data and the six student success factors to create content for the event. The projected outcome is to identify tangible goals to shape the framework moving forward. Classified Senate contributed $1,500 for food.

V.   On-Going Business

#	Item
1)	**Updates on Areas of Focus**
	a. **Onboarding** Moving forward with the continued work on Welcome week for Fall 2022 and the summer bridge program. Would also like to start working on undecided Canvas shell.
	b. **Course Sequencing** Sequencing is starting on phase II of work.
	c. **Mapper Project**

		Began inputting maps into the Mapper early April. Goal is to complete all fall start degrees by the end of April. Will then provide rough drafts to counselors for review in early May. Will make modifications and corrections based on recommendations for the program maps in early May.
2)	**IASTs**	

VI. Announcements

Gonzales shared he met with Solano. Both agreed the college has forward movement and concept of the work that needs to be completed for guided pathways. Will not continue with consultant contact.

VII. Adjourn – 2:50p.m.

VIII. **Next Meeting:** Tuesday, April 19, 2022

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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.