

SAN DIEGO MIRAMAR COLLEGE
Guided Pathways Steering Committee

Tuesday, February 7, 2023, 1:30 – 3:00p.m.
 N-201

Committee Members:

Lisa Brewster, Adrian Gonzales, Michael Odu, Nessa Julian, Pablo Martin, Monica Demcho, Jeanette Moore (absent), Danielle Guerra (absent)

Vacancies: Administrators: None; Academic Senate: None; Classified Senate: (2) designees; Students: (1) designees

MINUTES

- I. **Call to Order** – 1:38p.m.
- II. **Approval of the Agenda** – No opposition to approved.
- III. **Approval of Past Meeting Minutes, 12/6/22** – Martin provided clarification under IV. 2), the Academic Senate as a general unit does not have any concerns regarding the perceptions and potential workload impacting faculty. The information previously brought forward by Mehlhoff was a concern from that specific department. Motioned for approval of minutes by Odu, second by Gonzales, approved. Martin and Julian abstained.
- IV. **New Business**

#	<u>Item</u>
1)	<p>Goals for Spring 2023</p> <p>In effort to guide the ACPs, Brewster recently met with the team NANCes to identify expected outcomes and roles. Will do the same with instructional faculty. Goal is to present information on ACP teams, goals and outcomes to Academic Senate in April. Requested for Martin to add her to the agenda.</p> <p>Brewster has meet with Gonzales, Rubalcaba and Douglas-Chicoye in regards for planning on the Counseling Success Teams. Will have workgroups to be able to appropriately embed counseling into ACPs. The four identified tasks for the ACP workgroup process are to identify how to create abbreviated educational plans; develop outreach for students while focusing on specialized population; create a communication calendar for students and develop a template for each ACP orientation. Goal is to have one counselor identified for each ACP Success Teams by Fall 2023. The four vacant counselors job positions that are in the process of being recruited have this responsibility built into their role and will be expected to participate. Have additionally identified Gallagher, Claros, and Feldman to participate. Clarke is already working in that capacity with ATAT (Advanced Transportation & Applied Technology). Solano will be assisting with the Counseling Success Teams as this is the first college implementing a counseling component into all Academic Success Teams.</p> <p>Moving forward, need to strategize how to enable Deans to take lead and provide support to ACP teams. Need to strategize how to best assist them with this transition. Suggestions included creating a live informative tracking document; or create a historical manual where guided pathways information would be kept and revised as need. Could potentially have a LEAP student, NANCe or faculty member complete work. Will explore idea further.</p> <p>Odu inquired about the current student orientation used for onboarding students when signing up for college. Gonzales clarified this responsibility resides in the Dean’s Office of Enrollment Services. Last year underwent implementation of new tool, seems to be more user friendly than previous one. It is a general overview of the campus and services we offer to students. When the ACP orientation is finalized, student will be informed orientation is a two-part completion process and they need to complete both.</p>

2)	<p>Jets Jump Start Update</p> <p>Jets Jump Start was designed for new students as a campus wide effort to assist in familiarizing with the college. In the Fall, the audience mainly consisted of incoming high school students. In the Spring there were mainly adult learners. As we move forward, need to figure out how to continuously develop a program and marketing approach. Goal is to have this accomplished by the end of Spring 2023, for implementation in Fall 2024. In previous years, Jets Jump Start was designed as an Open House. One suggestion on how to approach the format for the program is to provide three workshops, a campus tour and departments on-hand to answer questions.</p> <p>Additionally, this could be broken into two sections. Part one would be an online resource orientation, part two would be in-person with a focus on ACPs with campus resources on hand for consultations. Demcho added the State is encouraging less required orientations for students, therefore the need to ensure we are overlapping departments and needs. Martin suggested to use normalized language campus wide for all programs on campus to avoid confusion.</p> <p>Brewster pointed out the college, through CTE is currently has a “discover your Series” for the local high schools. In the future would like to see additional topics added to the series, to include transfer, STEM, Health Sciences and Liberal Arts.</p>
	<p>CAGP</p> <p>a) March 22-24 conference</p> <p>Brewster shared there is a preset list of attendees for the conference. There will be seven attendees from our campus, Lundburg, Odu, Brewster, Pecenco, Cain, Julian and Martin; would like to extend invitation to Patel. Martinez will provide budget number to use when completing travel paperwork. There is homework to be completed prior to the institute.</p> <p>b) Call with Kay, NCII Guided Pathways Virtual Office Hours</p> <p>Working with Sampaga and Martinez to identify dates and times for Odu and Gonzales to be able to schedule calls.</p>

V. **On-Going Business**

	<u>Item</u>
1)	Updates on Areas of Focus
	<p>a. Onboarding See item IV.1</p>
	<p>b. Course Sequencing</p>
	<p>c. Mapper Project All entered information has been reviewed and is accurate.</p>
2)	<p>IASTs/ ACPs</p> <p>Brewster shared the goals for the ACP groups are the following: Increase the number of first-time enrolled students with transfer level Math and/ English completed within first year; Increase the number of first-time enrolled students who have a clearly identified goal; Increase the number for first-time enrolled students that complete an ACP specific orientation; and continually create a sense of community and belonging for students. These goals are the same as the Strategic Enrollment Management. Moving forward need to figure out expectation and action plans. Julian noted as we develop the benchmarks, we should also be tying into the Equity Plan and KPIs, to appropriately plan out the work we intentionally complete, specifically related the DI groups. This is an opportunity of reframe how we complete our work.</p> <p>Discussion led into the idea of potentially merging the Guided Pathways Steering, Academic Success Committee (ASC) and Success in English, ELAC and Math Committee (SEEM) into one large committee, to form a Student Success Committee. Currently there is overlap with members and ideas for each of the committees. Would like to look further into this idea and potentially start moving the proposal forward through governance and</p>

	contingencies to implement in Fall 2024. The Student Success Committee would be the overarching committee with the goal for this to be an action orientated, operational committee. Brewster in process of reviewing activities across campus and identifying overlap. This is a large task and requires input from all areas across campus.
3)	Budget Overview Gonzales pointed out the cost of adjunct backfill for Fall 2022 has not posted onto budget. Once this is noted, we will have a better idea of remaining funds. Projection is to have somewhere between \$300-500K remaining. Will need to be creative in how to use other funds to institutionalize work and keep the momentum moving forward. The importance of having a faculty coordinator was pointed out, will need to figure out how to fund.

VI. Announcements

- Martin shared the Strategic Enrollment Management forum invitations and survey went out to the campus. Faculty, Classified Professionals, Students and Administration are encouraged to attend and participate.
- Julian is working on the application for Cultural Respective Pedagogy Data grant, due 2/17. If approved College will receive \$300k grant. Intent is to develop equity academy on cultural responses. Want to make this sustainable overtime and build it into how we operate as a college. Important to include ACP leads and campus leaders. Will be taking to College Council to review and provide feedback before submitting.
- Gonzales shared the guided pathways annual report is forthcoming. Usually due in March, however have not received a due date from the Chancellor's Office.

VII. Adjourn – 2:53p.m.

VIII. Next Meeting: Tuesday, February 21, 2023 in N-201

* 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.