Guided Pathways Steering Committee
Meeting Date: Dec. 4th, 2018
Meeting Time: 2PM – 3PM
Location: Building 13 Room 114
Present: A. Ocampo, M. Quevedo, M. Carrington, M. Huning, L. Cabrera, M. Wiley, K. Engel, A. Windham, R. Miller, D. Reed, M. Chries Concha Thia, D. Erickson, C. Perlas. Guest: L. Scolari

Topic	Information/Action

Welcome and Introductions
 	
'How does this idea/action improve student success and how do we know?'
 	
New Business
• Guest: Laurie Scolari (CCCCO)
  A. Subgroup Reports:
    1. Meta Majors
    2. Student Voices
    3. Business Process Analysis
  B. Other Feedback for CCCCO
	• Guest: Laurie Scolari (CCCCO): Use as broker = Laurie is part of a think tank of regional coordinators. She's here to listen to our progress towards Guided Pathways and to find out how she can support. Think of Laurie as an additional resource and thought partner. Can assist with flex day and overcoming challenges.
	  A. Subgroup Reports:
	    1. **Meta Majors**- Met with Skyline: learned steps working with faculty in design of Meta Majors. Another meeting scheduled this Monday. Met with CSM and obtained insights on development of Meta Majors. Last meeting this Monday and plan to invite STEM and Business faculty to share what they have already developed in terms of pathways. Will be using information from Skyline and CSM to 'learn from their mistakes'. Skyline will be presenting at Senate on Thurs. Dec. 6th 2:45pm in room 2-10. Opportunity to hear from Skyline and use the information to form Guided Pathways in a way that works best for Cañada. New Faculty participants: Chris Rico (Counseling) and Martin Partlan (STEM). Workforce/Business and Social Sciences Faculty in process of being confirmed.
	    ACTION: Questions from Skyline Dec 6th Senate presentation to be shared with Steering Committee.
	    2. **Student Voices**-Three focus groups completed. Next two focus groups will be using students from a hybrid/career course. Currently synthesizing data. Identified student presenters for flex day to report what was shared and not necessarily what should be done. The student data will then be used to inform pathway and BPA work. It was mentioned that Skyline noticed a gap between the student experience and current process. It's important that the Subgroups share all information that may impede other subgroups.
	    3. **Business Process Analysis**- Started semester anticipating using Inside Track but now, will be using the District CRM to collect needed data and streamline processes. Recommendation to expand group and regular membership. Counseling presence is needed. New Members: Jeanne Stalker. At last meeting, Diva Ward presented a visioning exercise: if we didn't have

barriers, how would we construct the best possible experience for students? Other questions arose from last meeting such as discussion regarding 'What is Guided Pathways at Cañada College', 'Who owns Guided Pathways', 'What are the gaps in communication after a student applies to the college' etc….Discussion ensued about what information is included in emails to students. At LaGuardia Community College, student profiles viewed through their CRM system consists of the student's picture, SEP, class schedule, classes missed, class progress, counselor/instructor meetings, and extracurricular activities. Promise has been meeting with District PRIE to build out the logic model for SMCCD's CRM. Recommendation to make Early Alert an 'All-Semester' alert. Questions about progress reports, where do they go? While we wait for the CRM to be implemented, we can use the SAP tool which would allow us to obtain student data and email reports. Discussion ensued around 'Student Success Teams' which consists of a cross-functional group who would be given a case load of students. This results in everyone on campus knowing all operations. Another example was mentioned from CUNY ASAP in use of Success Teams and use of Peer Mentors.

ACTION: Research implementation of Student Success Teams. Perhaps invite Bakersfield (Julian West) to present. Research campus led emails that are sent to students (ex. Confirmation of application, enrollment date, etc…)

B. **Other Feedback for CCCCO:** Special thanks to Laurie Scolari for attending and providing support!

- **Flex Day Update** – Next meeting is Friday, Dec. 7th. Agenda:
  Student Voices: 1 hour presentation with 30 min share of data and 30 min student panel.
  Experiential Exercise: 1 hour and 45 minutes. Having different staff and faculty working together on 'new student scenarios'. Recommended emphasis on CE and current Cañada College student experiences.
  Follow up: 30 minutes.
  ACTION: Student voices to develop student profiles/scenarios to provide for experiential exercise.

- SP19 Steering Group Meeting Schedule: Proposed: 1st and 3rd Tuesdays from 2p – 3p
  ACTION: Char to send Calendar Invite for proposed meeting schedule

Adjourn 3:00pm

Left column:

- Flex Day Update

- SP19 Steering Group Meeting Schedule
  A. Proposed: 1st and 3rd Tuesdays from 2p – 3p

Adjourn

Future Items:
Review of GP Website
GP Mission Statement

Next Meeting: Jan 15, 2018 @ 2p