



Guided Pathways Steering Committee Notes

Meeting Date: November 19th

Meeting Time: 2:30pm-4:30pm

Location: Building 2, Room 10

Topic	Discussion/Outcomes
<p>1. Report outs</p> <p>2. Presentation from Diana Tedone-Goldstone on Academic Senate’s updated process for reassigned time and coordination</p>	<p>2:30-2:35: Note taker</p> <p>2:35-3:15: Diana Tedone-Goldstone presentation updated process for reassigned and coordination time</p> <p>VP Pérez: introducing President Tedone-Goldstone’s presentation. Goal is to ensure shared understanding of scope of work for all members of Guided Pathways project. Also, ensuring transparency for re-assign time allocation. This means creating a framework for allocating re-assign time. Challenge is to fit the special project of Guided Pathways into the established college process for re-assign time.</p> <p>Academic Senate President Tedone-Goldstone and Instructional Planning Council Co-chair Kaven: general process for applying to re-assign time.</p> <ul style="list-style-type: none"> ○ Fall semester: apply for positions in the next academic year (both new re-assign time and renewed positions). This is meant to establish the positions that will have re-assign time. ○ Spring semester: People apply to for re-assign-time positions. Special committee (temporary sub-committee of Academic Senate) composed of at least three people that will review applications for each re-assign position. This committee will then make recommendations on people for the positions to whichever VP has purview over the position. ○ There are three types of re-assign time that do not require a new or renewal application. The three categories are covered on the Academic Senate website > Appointments > Reassign Time. <ul style="list-style-type: none"> ▪ Dean Engel: Could Guided Pathways count as example of re-assign time required by External Grant for completion? –Carol Rhodes: this determination would have been made by President, not Steering Committee.

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- Joint recommendation of Academic Senate and Instructional Planning Council: submit re-assign application for the total amount of budgeted re-assign time. This would increase awareness/transparency of the project to the rest of the project.
 - Goal would be to submit this general application by December 6th.
 - Pérez: the general proposal is intended as a maximum cap/upper limit on the funding, not a guarantee that that amount of re-assign time will actually be used.
- Kaven providing context: Academic Senate and Instructional Planning Council are trying to better track all of the re-assign time allocated across the college. Better tracking increases the opportunity for people to apply to a position that has re-assign time.
- **VP Pérez: All new Guided Pathways re-assign time positions will go through college process.**
- Pérez: need feedback from the Steering Committee on general ideas for how to spend the Guided Pathways budget.
 - Quevedo: Is there going to be a meeting where the Steering Committee reviews the budget?
 - Pérez: Will bring budget details, which is publicly available. Also, will be presenting the Guided Pathways budget to Academic Senate on December 5th.
- Dean Engel: asking whether the described process can handle filling the two current vacancies.
 - Pérez: hybrid process for the current vacancies: more expedited than the general college process but still have an advertised position and special committee review-recommendation for filling the positions.
- For current vacancies, the goal is to have the positions start by first day of Spring 2020 semester.
 - Campus-wide announcement by this Monday, November 25th. Wiley, Quevedo, and Pérez will draft the announcement.
 - Applications due by December 2nd.
 - Special committee recommendation and application forwarding to V.P.S.S. submitted to the V.P.S.S. by December 6th.
 - V.P.S.S. would want to make the final decision by December 13th.
- Goal is to then follow complete process for Fall 2020-2021: Request for New Reassignment Proposal (Revisions to process can be made, if need be.).
 - Proposal will need to be submitted to Office of Instruction by December 5th. This will enable it to be forwarded to the Instructional Planning Council for review.
 - Pérez: proposal should also be submitted to Student Services Planning Council as an information item.

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<p>3. Future Structure of GP Steering Committee Part Two</p>	<ul style="list-style-type: none"> ▪ P.B.C. will not be ranking these positions because they are based on a special grant fund. <p>3:15-4:30: Future Structure of GP Steering Committee Part Two:</p> <ul style="list-style-type: none"> • Guiding question: Does our original structure still work? • What questions and concerns arise when revising the Strategic Priority Questions <p>Carol Rhodes: Can we look at the scope of work document in order to determine the number of re-assign positions needed for Spring? –Pérez: the scope of work document is too general to be useful for making this detailed a level of determination. We need to be flexible since we are still determining what the tasks in the Spring semester will be.</p> <p>Rhodes: One specific possibility for re-assign time would be to allow a counselor for drafting program maps for part-time students (in particular, addressing pre-requisite sequence requirements that are prominent in science and engineering).</p> <p>Wiley: Important that new members to Steering Committee are aware of the range of potential responsibilities that the position will require. It will be significantly more than just attending Tuesday meetings.</p> <ul style="list-style-type: none"> ○ Scope of work document will need enough detail to show the range of the different initiatives. <p>Ho: Doesn't it make sense to re-organize the Guided Pathways around the Interest Areas?</p> <ul style="list-style-type: none"> ○ Carrington: the CRM development will also impact the Guided Pathways efforts moving forward. There will need to be some continued/ongoing CRM-Business Process Analysis-Redesign College Process workgroup. This is because the CRM/BPA/RCP workgroup needs to continually monitor the new features implemented in the CRM, looking for connections to the Guided Pathways initiatives.
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Pérez: the conversation shows that there needs to be some resource prioritization.

- **Rhodes:** one lower priority for Guided Pathways appears to be Distance Education, since Guided Pathways is not leading Distance Education efforts on campus.

DeMello: sharing some Distance Education overlap with Guided Pathways efforts.

- One big Distance Education initiative is the CVC-OEI (California Virtual Campus – Open Education Initiative).
 - One item required in the application is how identifying how many programs are available fully online. DeMello noting that this is a difficult procedure.

Wiley: better to shift toward Interest Area development since the workgroup efforts are inter-connected.

- **Eck:** at least some of the workgroups will need to functionally exist because rather than just being absorbed into the Interest Area structure.
- **Rico:** some workgroups have a firmer deadline than others. Should list concrete goals and provide timeline to help “warm hand-offs” when there is a change in personnel.
- **Rhodes:** maintain some workgroups’ individual meetings. And have representatives from each workgroup within the four Interest Areas. On this proposal, keep co-chairs leads, while distributing representatives to the each Interest Area.

Quevedo: asking for share outs on the Equity- and Diversity-Minded language revisions to our Strategic Answers.

- Redesign College Process: offered general narrative to consolidate the many detailed bullet points. Narrative does include more empowering language.
- Early College Experiences: added more detailed mentioning of student groups. More precise discussion of some elements: for example, Latinx students are not disproportionately impacted in terms of applications.
- Interest Areas and Program Maps: Noted value of the two tools to help individuals who are unfamiliar/less familiar with higher education. Clarifying terms and requirements for things like, degrees.

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	<ul style="list-style-type: none"> ○ Academic Support/First-Year Experience: reworded to provide a lens/framework for individuals any will be implementing the initiatives. Read list of priorities that relate first-time college students. ○ Distance Education: increase awareness/communication of programs of study that are available fully online. ○ Rico: asking whether Guided Pathways should have a mission statement. <p>Quevedo: the general proposal is to restructure along Interest Areas, while maintaining workgroup leads within the new structure.</p> <p>Pérez: one general task for the Steering Committee is to firm up our understanding of terms, like Retention Specialists.</p>
<p>Upcoming Meetings: November 26 Bldg. 13-Rm. 116 December 3 Bldg. 2-Rm. 10 December 10 Bldg. 8-Rm. 119</p>	

Steering Committee: Manuel Pérez, Marisol Quevedo, Maureen Wiley, Margie Carrington, Karen Engel, Denise Erickson, Nick DeMello, Mary Ho, Carol Rhodes, Chris Rico, David Eck

Guests Attending: Margarita Baez, Julian Branch, Diana Tedone-Goldstone, Jessica Kaven

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