

Minutes of GP steering comm mtg 3/24/20 2:30. Recorder: Carol Rhodes

Manuel Pérez, Maureen Wiley, Mary Ho, David Eck, Hyla Lacefield, Candice Johnson, Max Hartman, Nimsi Garcia, Diva Ward, Sandra Rodriguez, Deborah Joy, Milena Angelova, Shawn, David Reed, Maria Huning, Mayra Arelano, James Carranza, Jamie Hui, Melissa Maldonado

Manuel Pérez. Check in on how everyone is doing with GP.

Guided Pathways in the time of COVID-19:

Communication Update & Transition Timeline

- **_w/each other** (Steering Committee, Interest Areas, PhIGs)
- **_w/the campus:** Engagement & decision-making (clarifying what Interest Areas and Success Teams are)
- **_w/ prospective students:** CRM Templates (need information and preliminary review); Interest Area website

Dave - unstable internet is problematic. Enjoyed online meetings with other employees.

Diva - met with Redesign College for first time. Shared ideas, equity plans for online. Colts.con talked about dual methods. Learning center is ready to jump in and support students. Thinking about academic supports, peer m

Mary - productive Phig in person 1.5 weeks ago. Good session. Do not expect disruption for this group. Bus IA

Carol - cancelled Bus IA with Mary. Ready to go forward with all possible work.

Sandra - recovering from switch to online. Students felt cared for, as college made switch. This week, now feeling

Gonzalo - focus is on supporting students. Trying to add more input from Health & KA team.

Maureen - mapper is opportunity to take advantage of possible new students from outside current population.

Max - we are acting as if the world has not changed, with regard to setting college goals. Opportunity with GP t college ready to serve students, no matter what happens.

Michael - working from home w/ 2 small children. Productive Sci/Health IA meeting

Shawn - stay at home for 2 weeks

Karen - opportunity to design college to face this type of challenge, as well as to serve existing structure.

Manuel - Marisol stepping aside, he will take over to help Maureen with running SC.

Clear decisions and communication about what GP will be doing, near and further in the future.

Fuzzy timeline right now with respect to resuming standard college programs.

Program Mapper Implementation in the time of COVID-19:

What is needed to launch the Mapper by April 24?

What might be needed after that?

Maureen - with Covid, online mapper needed now, more than ever. Good way to recruit new students.

List of issues with Mapper, collected on Flex Day. Highlighted some curriculum issues for programs to fix. Chance to rethink usual ways of how programs offer classes.

Maps show barriers to student completion. Concerned that early launch will backfire by showing problems to public.

Proposal for new timeline of release: -

By the end of the Spring 2020 semester:

1. Determine "standardization" of the visual display of map information e.g. How are GE courses displayed? (responsibility: TEAM PROGRAM MAPPER)
2. Make all maps "public" in the settings of program mapper. (responsibility: TEAM PROGRAM MAPPER)
3. Provide all discipline and counseling faculty the link to the program mapper tool + the feedback form created on FLEX day. (responsibility: TEAM PROGRAM MAPPER)
4. Invite all faculty and counselors to provide feedback on their program's map. (responsibility: TEAM PROGRAM MAPPER)
5. Ask Division deans to reach out to faculty to complete this request for their program. In the case of counseling, ask Max to divide up responsibilities for "checking" maps and providing feedback to all counselors. (responsibility: DEANS)
6. Collect feedback and categorize into short-, medium-, and long-term concerns. (Alex has already done this for the feedback we have so far).
7. Fix short-term concerns (responsibility: TEAM PROGRAM MAPPER)

At the start of Fall 2020:

1. Organize the medium to long-term concerns by Interest Area (additional category could be Cañada College campus-wide concern, or possibly SEM team?)
2. Deputize the Interest Area groups (not only the counselors but the whole group) to tackle each concern. Some may be curriculum based, so may be articulation-based, some may need to have 3-year maps (STEM concern). (responsibility: EACH IA GROUP)
3. After systematically addressing short-, medium-, and long-term concerns, launch the program mapper tool! (responsibility: GP STEERING)

"public" access to only those with link. Send to campus employees for feedback. Short term issues will be fixed now. Will serve as alerts to people who can deal with longer term issues. At start of F20, ask IA groups to fix *all* issues in their IA majors. Might involve Curriculum Comm, discipline faculty, Acad Sen.

All AD-T degrees have been vetted by both counselors and faculty, so early launch of these maps is proposed. (Karen)

Manuel - with regard to campus perception of GP mapping, this means that PMap team continues through next year.

David - suggest that standardization is deprioritized, go with glitches in maps and fix those ASAP. It is more important to get things launched at the same time. Equity among disciplines.

Manuel - summary of decision options. Generally agreed that we need to pause the full out launch of all maps. Perhaps PM (Program Mapper) group needs to develop timeline of exactly which maps could be completed by dates.

Max - maps need to come from counselors. Led by Chris Rico. Timeline needs to be addressed, he will return with report to GP SC. (April 16 is next meeting).

Success Teams in the time of COVID-19:

1_How can we organize the College so that ALL students have First Points of Contact through their IA?

How will these relate to special programs (Promise, EOPS, etc)

Manuel: each IA needs to discuss this. Consider data showing most effective way to contact and connect with s
What would need to happen to make this standard operating procedure?

2_ Will Science & Health IA be first to pilot a Success Team for 2020-21?

Manuel: yes. b/c of experience with services for STEM students.

Nimsi - Success team includes peer mentors, but doesn't funding run out? ESO.

Manuel - don't sweat the funding details; figure out the structure of program that will work best.

Diva - high impact practices have been tested by STEM team. Recent grant proposal in line with this idea.

David - so funding does offer limitations to launch of all Success teams.

Michael - if we can get counselors to commit resources to Interest Areas, then Success teams could be launched some at different points of development.

Mary - what is the goal of piloting? Will all IA be following the same parallel track?

Carol - Objectives include how to have Success Team work with other campus programs

Max - Redesign includes shifting personnel, not throwing all structure out and starting over. Folks are asked to to most easily align with best practices as we decide to implement.

Manuel - this question (should Science/Health pilot a Success Team this fall?) should go to each IA group. Either agree or justify why not. These responses come back to SC

David - With Redesign, admin needs to ask people how their position should change.

Max - people need to be involved in deciding how positions change. Everything should be on the table, including components of each Success team.

Diva - each IA should decide their Success Team constitution.

Manuel - each Success team can be different, based on data and best practices. How do we move forward?

3_ Does a Success Team include (at minimum)?

- o Retention Specialist - at least one
- o Interest Area Counselor - at least one
- o Program Services Coordinator - at least one
- Peer Mentors (numbers unclear)

Sandra - my IA group talked about barriers to students. Are other IA groups doing this?

Milena - coherence between IA group and IA Success team. Communication critical.

Suggestion that implementation silos will be created if each Team works in isolation.

Also argues for simultaneous launch of success teams in all IAs. Otherwise, it is not equitable for all students. Better for coherence to go forward in all 4 areas.

David - at the very least, pilot with just one team would require clear justification to other IAs.

Manuel: asking for response from SC about asking each IA to address the 3 questions above. (numbered 1,2,3)

Diva: don't give a list of positions. Leave it open

Karen: reminded us of earlier list of Success team responsibilities.

Team tracks students, connects them with affinity group, case management. So , student-facing positions.

Leave it open, not list of possible positions.

Submit responses of each IA group to Manuel before the next SC meeting. Which is scheduled for April 16.

4. CRM templates will be sent out by Manuel to IA leaders. Need to have IAs respond right away.

Marketing waiting to design IA pages. Return drafts by Friday,3/27.

Mayra needs materials NOW.

5. Karen:

Who will participate from your IA group on each of the programs below? Specifically, how to help students from your IA get into each of these programs? Planning is going forward now for these summer and fall activities

Interest Areas in the time of COVID-19: FYE

- _ IA's and Colts-CON and JAMS
- _ IA's and Orientation and Career Assessments
- _ IA's and real and virtual communities

6. Implementing Guided Pathways in the time of COVID-19:

- _Role of Faculty Leads on each Interest Area Group and need for release time
- _Other human resource needs

To be discussed between Manuel and David Eck.