

Guided Pathways Steering Committee Meeting
November 9, 2020
3:30-5:00 pm, via zoom
DRAFT – Meeting Minutes

Meeting called to order at 3:35 pm

Attendees:

Anthony Cervantes, Melissa Cervantes, Roosevelt Charles, Chris Chavez, Isaac Escoto, Hilda Fernandez, Doreen Finkelstein, Valerie Fong, Janie Garcia, Kurt Hueg, Fatima Jinnah, Elaine Kuo, Natalie Latteri, Debbie Lee, Leticia Maldonado, Kathryn Maurer, Dokesha Meacham, Che Meneses, Jose Nava, JP Schumacher, Laurie Scolari, Ram Subramaniam, Lene Whitley-Putz

Introductions:

A round of introductions was conducted for all committee members.

Ché mentioned that he has about 5 students in his Comm. 4 class who've chosen to do a project (Ex. podcast/research) on Guided Pathways to help the team's efforts. Through his facilitation, he's directed them to ask other student how they are engaging with Foothill College on how to earn an AA degree.

The team is as followed:

- **Onboarding** – Dokesha Meacham and Hilda Fernandez
- **Meta Majors** – Fatima Jinnah and Natalie Latteri
- **Communications** – Janie Garcia and Che Meneses
- **Tech and Data** – Chris Chavez and Elaine Kuo
- **Lead Facilitator** – Isaac Escoto
- **Logistical Leads** – Melissa Cervantes and Laurie Scolari

Isaac mentions that the team is preparing for their GP Launch/Kick off even scheduled for Friday, November 20, 2020 @ 9:00 – 11:00 am.

Isaac states that an invitation was sent to 3 students to join the GP steering committee, but has yet been able to confirm student reps. He said that this was something that will continued to be supported.

Isaac talks about the GP Steering Committee being a Study Group of the Equity & Education Council. He asked for everyone to forward any recommendations of individuals who might be interested in joining Guided Pathways efforts. He mentions that there is money to pay people who

are interested. A link was dropped in the chat for everyone to add individual's names that might be interested in working on one of the teams.

<https://join.groupmap.com/685-56E-F5C>

Loss Momentum Framework – Steps students need to take from start to finish. It has four different phases - Connection, Entry, Progress, & Completion. Isaac talks about how the GP leads are using this as a guide.

GP Teams:

- **Tech and Data** – Chris talks about how they began by looking at the software the district is currently using such as Starfish to best advance the GP efforts. Elaine talks about the Tech and Data team and how it's broken up into two functions. The Tech Advisory Board will meet on an as needed basis but the Data Advisory Group will meet more regularly. They talked about how they started by focusing on one group of students who started their studies in the fall of 2016 through fall 2020 and track those over time looking at how they move through our institution providing specific data.
- **Onboarding** – Dokesha talks about how onboarding really is the first point of contact with the college until completion of their first college course. Hilda talks about the Connection Phase and all of the different components it involves such as Outreach, Open CCC Apply Application, Orientation, Financial Aid and Dual Enrollment seeking why only 56% of first time students completing their first term continue to the second term. They want to investigate what happens to the students who don't and trace student's interactions that take place leading to this alarming statistic. They plan to work with all of the various department to identify barriers. A sample of a Foothill acceptance letter was given asking everyone to image themselves as a first time student receiving this letter. A discussion of how they felt was facilitated. They will use a focus group of students and work with Dr. Anderson who is currently working with some African American students on their expectation and experiences.
- **Program Mapping and Meta Majors (Areas of Interest)** – Fatima and Natalie share that only 40% of students who take a class for the first time earning A's and B's, persist to the second term. It takes an average of 6 years for students to complete a degree. They talked about the cafeteria model of class selection and that students might have too many choices with not enough guidance
Question - What is the data saying about having too many choices? A link to the Community College Research Center ([CCRC](#)) was dropped in the chat.
Fatima went over the Structure and Plan and talks about how they will be looking at curriculum that overlap. Looking at a bay area report of the top 10 fields people are going into; we want to use that to develop a path for those specific professions and work with the ADT's Foothill currently offers related to that topic. A discussion about Meta Majors/Areas of Interest and how a student success team will be developed.

Questions - What happens to a discipline that crosses over these areas? Those questions will be brought to the discipline faculty and ask them. At some point we will ask students what they want. This is meant for students to make the decision

Questions – There was a lot of data that was collected previously through student panels, etc. has that data been collected from the previous team? The team will follow up with them to gather that data.

Fatima went over the sample Program Map from Cabrillo College and stresses the need for faculty input. Training on how to map will be providing for all including counselors.

Questions – How is this team going to integrate with the Curriculum Committee who are the experts on the questions that are coming up? The bigger questions was, how is the Curriculum Committee going to work with this group since they only focus on curriculum.

- **Communications** – Janie shares their strategy on getting the message out to faculty and staff that will include facilitating professional development activities. Che talked about their multimedia campaign and that they will be working with the Marketing Department on the logo and capturing the student's lens and different perspectives. Che mentions that there is a lot of overlap since he's working with Equity, Curriculum and Guided Pathways and encourages the team to work smarter not harder and to strategically place people in areas that's going to help be more efficient with this work.

Committee Charge/Purpose

Isaac introduces the charge and purpose of the GP Steering Committee and talks about how they will work with E & E. Isaac shares that because E&E is so busy, when appropriate, maybe the GP steering committee could forward GP related info items to E&E, as opposed to all items needing to be action items. Isaac shares that they have funds to pay folks to set time aside and do this work. He talks about how they want to build a sense of urgency across campus to get the work done and that they will also serve as communication liaisons with their colleagues. Isaac shares the Charge & Purpose that Mohawk Valley Community College's GP Steering Committee as an example.

The Guided Pathways Steering Committee supports Guided Pathways team recommendations, provides direction/decision making counsel as requested by the Guided Pathways leadership teams, and helps communicate to the College community progress and input needs related to Guided Pathways work.

Question – Why does this have to live anywhere? Laurie discuss the importance of having this group and how it's worked at other institutions.

Question – Is there a timeline? We have about 1.5 years left of GP funding, though GP efforts don't have to stop when that funding ends.

Review Next Steps

Isaac ask the group how often they want to meet. Every 3 weeks was suggested.

Meeting adjourn at 5:02