Guided Pathways Steering Committee

## March 8th, 3:30-5:00 P.M, Zoom

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| **ITEM** | **Notes** |
| 1. Call to Order
 | Meeting was called to order at 3:31pm. |
| 1. Meeting Minutes
 | We can consider the Minutes approved by consensus.  |
| 1. Design Principles
 | Committee members to review and take action on most current draft of GP design principles.* We felt that they are good for the purpose of what they are and how they will be used.
* Once this is approved, it will be shared with our colleagues across campus. The data pathway leads will use this as a guiding document for the various efforts that they will be leading in meetings. It will help guide discussions when there are decision points.
* We are designing as we go.
* These were approved by consensus by the group.
* One way to share and offer these guiding principles is as a reference for the different work that is happening across campus is through various meetings or conversations.
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| 1. Vision for Success and Guided Pathways
 | Committee members to be able to articulate overlap of Vision for Success goals and Guided Pathway efforts.* Guided pathways are about campus wide culture change.
* The Vision for Success was put together by the chancellor’s office to help us envision different ways to help our students.
* A part of those Vision for Success goals has to do with increasing transferring, certificates, and degrees, and decreasing units beyond what’s required to complete a student’s goals.
* All these different tools we have as a system can help work through guided pathways and then help address the specific Vision for Success.
* Fong: One of the things that precedes those guiding principles on that document is a statement about aligning to our equity goals and understanding that the strategic equity plan is different from the act of compliance equity data that we have to report.
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| 1. Onboarding Updates
 | Committee to learn of various Onboarding working items. * Meacham: We have been learning more about the different departments that support students in this area, as well as testing out new approaches to the welcome email and orientation.
* Fernandez: We are focused on connection and entry. Connection begins with the students first interest in Foothill College and the application process. Entry begins with the enrollment process through the completion of the first college course. Our task is to identify and eliminate barriers for students and identify and document onboarding success strategies that are already in practice. This way we can share both our collective onboarding struggles and successes.
* Meacham: Students running into roadblocks due to a lack of clarity, direction and support from us. Our team went through the enrollment steps ourselves. We are good with the turnaround time in terms of sending a welcome email to applicants quick compared to most of the school we have been applying to.
* Meacham: We met with ETS and we were able to get a demo of the banner communication management system and talk through what we need in a system. ETS believe that they can make one of the two options in terms of real time or pushing out the emails at the top of every hour. We also need a system that will trigger additional email messaging on the information the student inputs on the application. Once they have done enough testing, they will connect with the onboarding team.
* Meacham: we are currently meeting twice a week with the online learning office creating the roadmap and content for the online orientation course. We have a meeting with ASFC about content surrounding student clubs and student government on campus that will be a part of that online orientation.
* Fernandez: For the welcome web page, we have been reviewing the CCC on board sites to gather ideas and will meet with marketing again to troubleshoot and discuss several ideas. We have also been checking in with some folks representing different programs: FEI, Adult Ed, Fin Aid, A&R, Assessment and gathered information about their ongoing successes in problem points. We also drafted a survey questions with our data and tech team.
* Meacham: students feel that we can do a better job of providing them with the necessary information and support that they need to get started, and they also want to learn about and be connected to services and programs right out of the gate. They expressed a desire and a need for multilingual information posted online. A major area of effort is that there is no further direction on what the next steps are in the final step of the enrollment process, so we are going to need the Steering Committee support.
* Fernandez: We have three set goals to complete before the end of the spring term for incoming summer and fall 2020-21 students for orientation. For draft one to go live before Memorial Day weekend for the welcome email web page, we will have a better timeline once we meet with marketing and ETS.
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| 6. Group GP Check Ins | Campus unit leads (office, division, unit) to check in re: GP related feedback, ideas, priorities.* Roosevelt Charles: I think there needs to be some sense of urgency behind putting the design principles into play, allowing your co-leads to start building their work on that foundation.
* Schumacher: These conversations will be very helpful for us to move forward and discuss it on the drc side.
* Pelletier: The more comfortable and confident we all are in the work that we are doing, the better we can collaborate.
* Fong: I want to make sure that the tutoring services and library services are also involved in these conversations.
* Ong: A good model to look at is Allied Health, particularly the Dental Hygiene Baccalaureate Program on their onboarding process. I think we should try to think about how we might weave the credit into this whole effort.
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| 7. Looking Ahead  | Committee members to learn of current GP lead efforts in preparation for the spring quarter.* Make sure those lines of communication are constantly open and connect with each other.
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| 9. Good of the Order | No additional comments.  |
| 10. Adjourn | Meeting adjourned at 5:00pm |

Distribution:

Janie Garcia (Adult Ed/Comm Lead), Amy Leonard (Engl/Comm Lead), (Dokesha Meacham (Cnsl/Onboarding), Hilda Hernandez (Engl/Onboarding), Natalie Latteri (Hmn/Prgm Mapping/Meta Majors), Fatima Jinnah (Cnsl/Prgm Mapping/Meta Majors), Elaine Kuo (IRP/Data and Tech), Chris Chavez (Student Success-Early Alert/Data and Tech), Laurie Scolari (AVPSS, Logistics Lead), Roosevelt Charles (Cnsl Dean), Anthony Cervantes (Enrollment Services Dean), JP Schumacher (DRC Dean), Valerie Fong (Language Arts Dean), Ram Subramaniam (STEM Dean), Debbie Lee Fine Arts/Comm/Athletics Dean), Lené Whitley-Putz (Online Learning Dean), Jose Nava (Interim BSS Dean), Kathryn Maurer (Academic Senate), Josh Pelletier (Classified Senate), Kurt Hueg (AVPI), Leticia Maldonado (Student Affairs/Activities Dean), Veronica Casas Hernandez, Adrienne Hypolite, Carolyn Holcroft