



Guided Pathways Steering Committee

Minutes for Friday, October 14, 2022

Scheduled for: 12:00 pm – 1:30 pm

Members (9)

Present: Amanda Phillips, Gary Plunkett, Matthew Wilson, Craig Donahue, Steve Holman, Veronica Daut, Brian Thompson, Christina Tafoya for Jeff Baker

Guests: Dr. Christina Tafoya, Interim Executive Vice President (on behalf of Jeff Baker, Vice President of Student Services)

Absent: Donna Greene, Jeff Baker

Recorder: Patricia Danna

1. Information/Discussion Items

In the spring Kim Dozier was invited to the April meeting to discuss the future of Guided Pathways. Due to the unknown of the future funding, it was decided to just keep the GP Steering Committee.

1.1. Budget Update

- Matthew reported that the carryover balance to spend by 6/30/2022 is \$202,871.91
- The 2022-2023 Apportionment – Certified Amount is: \$506,464

1.1 Follow-up Item	1.1 Task of	1.1 Due by
Schedule a meeting with Val & Tony in Fiscal to discuss the GP budget in more detail	Matt Wilson	Before 11/4

1.2. GP 22-26

- Matthew completed the Phase 1 Assurances (COD is committed to maintaining the same framework moving forward) in Nova on 9/27/22.
- The Chancellor’s Office Phase 2 Planning document was supposed to be released in September, still waiting on document due March 2023.

1.3 GP Structure Moving Forward

- The Chancellors' Office planning document will lay out how the GP funds should be used over the next four years; so at this point, we don't know what is expected of us.
- Amanda stated that she is working on the Equity Plan and that it needs to be aligned with Guided Pathways. We need to know what the Chancellor's Office is emphasizing before we allocate funds.
- A decision needs to be made on the amount of faculty release time (use the old or decide on a new amount). (This is for one year)
 - Every term the amount of release time can be re-set. (Negotiated with CODFA).
- Veronica said the main thing we need to address before we start asking people to participate in projects is that we need to get the "spirit" back up. According to surveys, there is low morale on campus and we need to figure out how to get folks re-engaged.

MOTION: Gary made a motion to set the release time at 20%. Amanda seconded the motion. All members approved.
This will be negotiated with CODFA and then the offer goes out to the faculty members.

1.4 GP Coordinators

- The last fiscal year, Matthew was the GP full time coordinator. Matthew volunteered to be the Faculty Co-Chair during meetings until a new one is assigned.

MOTION: Christina made a motion that the Administrator Co-Chair should be the Vice President of Student Services. Gary seconded the motion. All members approved.

1.5 Project Updates

- Mobile App – The Caring Campus workgroup has agreed to take on the maintenance and revisions of this app. On a monthly basis they are doing a review of content and Matt works with the app developer to make any changes.
 - Matt is spending up to 5 hours per week on this project. Needs ongoing work done.
- ACUE for this fiscal year has been paid from Guided Pathways funds. Donna Greene is following through on the execution of this project.
- Faculty Mentorship Program – 2nd Cohort is in progress. Faculty members receive stipends.
- OER/ZTC (Open Educational Resource/Zero Textbook Cost) Jin has release time for this project/OER part of Jin’s job description.

2. Good of the Order

- Matt has been asked about Guided Pathways funding requests. He asked the committee if they would like to wait to see what the Chancellors Phase 2 plan is before reviewing requests, or see the proposals now. The committee said they would like to see them now and he would present any he receives at the next meeting.

2.1 Follow-up Item	2.1 Task of	2.1 Due by
If received, send out the Chancellor’s Phase 2 Plan to the committee members prior to the next meeting.	Matt Wilson	???

2.2 Follow-up Item	2.2 Task of	2.2 Due by
Contact HR regarding the GP’s committee’s 20% release time proposal. HR will then move it along in the process.	Amanda Phillips	???

3. Adjournment

The meeting adjourned at 12:32 p.m.

Next Meeting: Zoom

Friday, November 4, 2022

(Being held on the 1st Friday due to 11/11 being a holiday)

Noon to 1:30 p.m.