



Guided Pathways Pillar Steering Committee

Draft **Minutes for Friday, October 25, 2019**

12:00-1:00pm

COMM Conference Room

Meeting Participants

Committee Members Present

Amanda Phillips, Dean of Counseling; Christen Smith, Faculty Coordinator (Co-Chair); Dean Papas, Instructional Dean; Donna Greene, FDC Chair/Designee; Jeff Baker, VP Student Services (Co-Chair); Jorge Perez, Instructional Faculty (Gen Ed); Oscar Espinosa-Parra, Dean of Enrollment Services; Veronica Daut, Counselor

Members Not Present: Dean Papas, Courtney Doussett

Recorder

Lynda Scott

Meeting Minutes

1. Call to Order/Roll Call

1.1 Public Comments (optional)

2. None

3. Action Items

2.1 Approval of Agenda

- Agenda approved

2.1 Follow-up Items

2.1 Task of

2.1 Due by

None	None	None
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2.2 Approval of October 11, 2019 Minutes

- Minutes approved as submitted

2.2 Conclusion

2.2 Follow-up Items

2.2 Task of

2.2 Due by

None		
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2.3 The Vision Resource Center – Donna Greene

The Vision Resource Center is a professional development portal to deliver and track activities across all sectors of a campus community. The project meets a variety of goals set by all four pillars, and how each pillar can benefit from this professional development plan.

Proposals:

- Project 1. Set-up portal welcome pages and begin tracking activities and training. Stipend; up to 40 hours.
- Project 2. Create/curate professional development materials for staff, full-time faculty and adjunct faculty within the Vision Resource Center. 3 stipends up to 40 hours each.
- Project 3. Create a Canvas online Professional Development course using ASCCC Guided Pathways Canvas courses based on principles of Entering, Clarifying, and Staying on the Path with materials for classified, full-time, and adjunct faculty. Stipend: Up to 40 hours for creation of Canvas Shell with Guided Pathways principles.

Consideration of a short-term staff position providing ongoing support is a possibility for the overall project.

Projected Cost: Up to \$18,000.00 upon completion of all three projects.

Conclusion: Motion, second to approve funding request. Unanimously approved.

Information/Discussion Items

3.1 Co-Chair Updates – Jeff Baker and Christen Smith

- Guided Pathways Essential Practices - Self Assessment will be submitted to the Academic Senate and moved forward to CPC. Noted was the progress and next steps for the College Guided Pathways program.
- Mobile App for COD – focus on a user-friendly app for students, faculty, and staff. Two representatives from each pillar team forming a sub-committee along with student focus groups will help in developing this important undertaking.

3.2 Project Funding Requests – Amanda Phillips, Co-Chair Pillar I, and Oscar Espinoza-Parra, Co-Chair Pillar IV both stated their pillar teams will submit project requests before the end of the semester.

3.2 Follow-up Items

3.2 Task of

3.2 Due by

None		
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3.3 Guided Pathways Coordinator Position – Christen Smith

Christen announced she will be taking a medical leave beginning mid-November which will continue into the spring semester. Christine has decided to resign as the Guided Pathways Coordinator effective November 14.

Conclusion: Jeff Baker, Co-chair, will review the Coordinator job description, and post the position by November 20.

3.4 Guided Pathways Student Worker Projects – Christen Smith

Scenarios Project; Using the current COD website student workers provided their input to questions posed regarding the look and easy of use of the website.

With student workers and future focus groups input their recommendations will help implement a better resource for students needs using the website.

Christen noted the great efforts the student workers are providing toward Guided Pathways projects.

3.4 Follow-up Items

3.1 Task of

3.1 Due by

Christen requested Pillar Team Chairs to send her scenarios.		
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4. Adjournment

Meeting adjourned at 12:58 pm

Next Meeting

November 22, 2019

12:00 – 1:00 PM

Communication Conference Room