



## Pillar 2: Guided Pathways Team Meeting

<b>MINUTES FOR Friday, April 5, 2019</b>			<b>1:30 PM – 3:00 PM</b>	<b>COMM 113</b>
<b>Members Present:</b>	Angel Meraz, Blanca Zazueta, Dean Papas, Elias Hernandez, Florante Roa, Gary Ginter, Liliana Casa, Lindsay Vance, Maritza Fuentes, Melissa Flora, Nadia Gacayan, Terri Fleck			
<b>Guests Present:</b>	Reid Sagara, Chair, English Department Kristie Camacho, Professor, English Department Marvin Gabut, Distance Education & Instructional Design Coordinator			
<b>Recorder:</b>	Lindsay Vance, Director, Non-Credit and Adult Basic Education Programs			
<b>AGENDA</b>				
<b>1. Call to Order/Roll Call: 1:30 PM – Facilitated by Dean Papas and Angel Meraz</b>				
<b>2. Action Items</b>				
<b>2.1 General Discussion</b>				
DISCUSSION	Discussed updating the charter to include more personnel. Positions include adding an IT person, as well as a representative from financial aid, and a representative from the Career and Workforce Solutions Center, and someone who has a deeper understanding of Canvas (Marvin Gabut).			
CONCLUSION	Terri Fleck moved (and Melissa Flora seconded) updating the charter to be more inclusive of the perspectives discussed (add representatives from financial aid, IT, English, and Distance Education).			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Add items to Charter		Dean and Angel	4/26/2019	
<b>2.2 Completion of Guided Self-Placement Tool in Canvas</b>				
DISCUSSION	Marvin built a Canvas shell to demonstrate using Canvas open shell to guide students through the self-placement process. He presented the shell to the group and got feedback on the features. Discussion included consideration of inclusive “non-coercive” language and navigation and ADA compliance.			
CONCLUSION	A workgroup was proposed to continue work on the shell to include Dean, Angel, Chairs of Math and English departments, Marvin Gabut, and Lindsay Vance.			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Convene workgroup and improve Canvas shell.		Dean and Angel	4/26/2019	
<b>2.3 Brainstorm list of content for Guided Self-Placement Video</b>				
DISCUSSION	Group discussed making a guided self-placement video, including who will make the video and what content needs to be included.			
CONCLUSION	Content was determined and Angel will work with video production team to create a treatment and script. The treatment and script will need reviewed.			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Meet with Video Production Team		Angel	4/26/2019	
<b>3. Meeting Adjourned at 3:03 PM</b>				

**NEXT MEETING:**

Friday, April 26, 2019

1:00-3:00 PM

Communication Room 102