



Guided Pathways Steering Committee Minutes for Friday, September 10th 2021 12:00 pm – 1:30 pm

Meeting Participants

Courtney Doussett, Instructional Dean (Co-Chair), Donna Greene, FDC (Chair/Designee), Jorge Perez, Instructional Faculty (Gen Ed); Oscar Espinoza-Parra, Dean of Enrollment Services; Veronica Daut, Instructional Faculty; Matthew Wilson, Faculty Coordinator; Sara Butler, Instructional Dean

1. Information/Discussion Items

1.1. Faculty Co-Chair Positions

Matt Wilson asked if anyone plans on stepping down from the Committee. No one indicated that they would be. Mr. Wilson asked if the Committee knew of anyone who would be willing to Co-Chair Pillar 2, as Angel Meraz will be stepping down. Discussion ensued. Decision was made that Dean Holman will send out an email to gauge interest. Ms. Greene clarified that the Charter states one of the Co-Chairs should be Faculty and the other should be an Administrator.

1.2. Pillar Chair Stipend

Contract states that there is a \$600 Co-Chair stipend for leadership position on Guided Pathways Committee. Mr. Wilson will submit the TEA's.

1.3. FP Financial Audit

Mr. Wilson and Dean Doussett met with Angelica regarding the audit. It is unlikely that a Scale of Adoption will need to be submitted. However, a full financial audit of Guided Pathways projects/utilization will need to be performed.

1.4. IEGP-7 Support

Mr. Wilson asked if the group would be interested in joining the Inland Empire Guided Pathways organization. IEGP would designate a support person who would offer guidance three to four times per semester. Attending and presenting at conferences would be required and 8-12 members plus Dr. Garcia would need to participate

Mr. Wilson asked if anyone had attended any of the IEGP sessions in the past. Ms. Daut reported that she had attended two conferences in the past but that she didn't find it beneficial to COD specifically. Ms. Greene added that it may be beneficial for Dr. Garcia as she is new to Guided Pathways. The consensus was that it didn't seem efficient to bring an outsider in and that Mr. Wilson offered to reach out to Dr. Garcia directly to bring her up to speed regarding Guided Pathways. Dean Doussett agreed. She said that the group should do the evaluation and

then build a plan to examine the large-scale initiative and revisit the budget. Dr. Espinoza-Parra suggested that the group use this last year to determine the goals and prioritize them.

1.5. GP Funding for Future Projects

Mr. Wilson stated that there will be an extension on the timeline to use the remaining funds. Originally, it was believed that the funds needed to be used by the end of the Fiscal Year – June 30, 2022. However, there is an opportunity to extend the date by applying to the Chancellor's Office. The stipulation for extending funding is that the money must be earmarked for specific programs such as;

- Continuation of the Mentor/Mentee program,
- Embedded tutors in the classroom
- IT Support for students
- ACUE Program
- Films on Demand/Kanopy

Mr. Wilson stated that Virtual Tours for Palm Desert campus have been completed but that Indio and Palm Springs Virtual Tours were denied. Ms. Daut added that if we decide to resubmit TEA's, we will need to ask for additional funds because the cost has increased. Mr. Wilson will reach out to see how he can assist with getting the TEAs approved. Mr. Perez advised that since the astronaut funding was never used, perhaps it can be spent on other projects. Ms. Green asked for an update on Caring Campus rollout. Mr. Wilson said that he would reach out to Vice President Baker to see whether or not it will be continued.

1.6. NCORE Simulations

Mr. Wilson reported that he attended the NCORE conference last summer and was impressed by the Interactive Theatre session. He explained that this is an interactive simulation that can be customized to the Colleges needs on role playing and how to interject/improve on situations such as micro aggression and other inequities in the classroom

1.7. Funding Request

Caring campus work group submitted a funding request (attached) for a weekly newsletter to provide faculty, staff and students with updates. Mr. Wilson asked for a vote on using of GP funding for Roadrunner Roundup Newsletter, all attending members voted in favor of newsletter.

2. Good of the Order

3. Future Agenda Topics

4. Adjournment

Next Meeting:

Friday, October 8, 2021

12:00 pm – 1:30 pm

Via Zoom

COLLEGE OF THE DESERT
Guided Pathways Project Form

All funding is a tentative pending allocation from the State Chancellor's Office. Projects will be funded based on the availability of funds and committee prioritization.

Project Title: Roadrunner Roundup Newsletter

Division/Discipline/Program/Office: Institutionnel Avancement (COD Cares)

Lead Contact Person:

Name: Jessica Enders

Email:

jenders@collegeofthedesert.edu

Phone: 760-636-7972

Project Time Frame

Activity Category	<input checked="" type="checkbox"/> Outreach	<input type="checkbox"/> Professional Development
	<input checked="" type="checkbox"/> Student Services	<input type="checkbox"/> Instructional Support
	<input type="checkbox"/> Research and Evaluation	<input type="checkbox"/> Direct Student Support
	<input type="checkbox"/> Curriculum/Course Development & Adaptation	

Student Success Indicators: *Check all the indicators the project will address.*

Pillar 1. Clarify the Path 2. Enter the Path 3. Stay on the Path 4. Ensure Meaningful Learning

Pathways:

Description of Project. *Include how outcomes will be measured and which leading indicators this project will affect.*

The idea of *Roadrunner Roundup* originated from Guided Pathways. It is a weekly newsletter that will be sent to the COD Campus community to educate, inform, and promote campus events, initiatives, services, and essential updates. Every department will have the ability to submit articles into Laser Fische. The Mailchimp services allow us to send notifications to students in an accessible format that is user-friendly and on-brand. Additionally, this program will help us manage the number of emails we send our students while still providing necessary information.

Budget. *Provide a budget that shows how, when, and where funds will be spent to support the activities.*

Note any funds from other sources that will be used on this project.

Purpose	Costs	Rationale
Information	\$2200 annually	To streamline communication with our campus community.

Total	\$2200	

Additional Explanation/Comments

FOR GUIDED PATHWAYS STEERING COMMITTEE USE ONLY	
Committee Review Date	
Institutional Research Review Date (if applicable)	MM/DD/YY
Budget Allocation	

Please provide the College’s Educational Master Plan Goals and Strategic Plan Goals that this proposal will support. (Please provide the numbers that correlate to each specific goal.)

Educational Master Plan: 3 and 5 (student success and communication)

Strategic Goals: 1, 4, 5 (student success, teamwork, outreach)