

Guided Pathway Steering Committee Meeting
Friday, October 18, 2019
Boardroom

Members Present: Sheila Lynch, Kevin Smith, Brian Butlag, Troy-Flores Olson, Grant Linsell, Lydia Gonzalez, Katie O'Brien, Eric Olson, Abbie Perry, Viviana Villanueva, Gisela Spieler-Persad, Jennifer Tanaka, Albert Bretado, Rosalva Garcia, Libby Curiel, Rose Sanceda, Lisa Chavez, Laura Ramirez, Carolina Durdella, Migo Stevens-Gandara

Members Absent: Alyson Cartegena, Manuel Hernandez, Angelica Martinez, Juana Mora, Jim Newman, Vann Priest, Elizabeth Ramirez, Mike Slavich, Brian Young,

Approval of Minutes: Motion to approve the minutes from the 9/13/19 meeting with no changes was made by Brian Brutlag and seconded by Kevin Smith. Motion passes.

Update from the Funding Formula Task Force presented by Kevin Smith

1. Last spring semester the mapping idea stemmed from the graduation petition process; evaluators were consulted
2. A list of recommendations came from the work of the task force, several of which have already been enacted; an outstanding recommendation is to hire more evaluators; refer to the list on the funding formula handout that was passed out at the meeting (it is being taken on a roadshow)
3. Katie O'Brien provided an example of a student with three degrees taking 45 minutes to complete the petition; she suggested having a less labor intensive process
4. Is there a way to streamline the petition process? Could new software assist with this effort?
5. Gisela Spieler mentioned the requirement that transcripts are required from other campuses even if that coursework isn't being used toward program requirements. Rose Sanceda shared that this is an Ed Code requirement that all transcripts have to be accounted for in order to have a student's cumulative GPA calculated and put on the degree.
6. Grant T. suggested we talk to Russell regarding getting certificates and degrees for which no external credit is needed so we can auto-award some students.
7. Lisa Chavez shared that these are items that are being addressed with Leigh Ann Unger and that a subgroup from counseling is working on these items.
8. Katie O'Brien mentioned that program plans and accompanying requests for funding are due today. Kevin responded that he would reach out to Leigh Ann to talk about this since her plan is due in 4 weeks.
9. Laura R. asked if a student has to add all of the information on the application and counselors responded in the affirmative.
10. Gisela S. voiced concern that we lose students who have no degree option.

11. Libby C. suggested an electronic form, early audit campaigns after completing 15 units, and second audits at 40 units.
12. Grant T. shared that the Enterprise Systems Committee has been talking about degree planning software. The shortcomings of this software is that it is not doing what it's suppose to do. Leigh Ann and Gary are trying to figure out how to use that.
13. Kevin addressed long-term vs. short-term solutions. One short-term solution is Completion Week. Senate recently created a taskforce to support the push for completion. The committee will identify some capstone courses and have some counselors help students in these courses with degree completion. An example was shared in which Angelica M. (BSS Counselor) visited 3 of his classes and did 100 degree petitions.
14. Eric Olson suggested using a Canvas shell for students to obtain information. Albert Bretado shared that information gets pushed through marketing and social media. Grant T. said something like that will be launched soon. Libby voiced that talking about this is a great idea but the human element is still needed.
15. Lisa C. shared updates on Early Alert and that students are being called to register for their classes for spring 2020 semester. Because the probation list and call campaigns are happening at the same time, there isn't enough staff to support all of this work at this moment.
16. Libby C. shared in relation to Thursday's meeting regarding student success teams. The follow up meeting next Friday will facilitate that conversation. It is hoped that next week a plan will be created so we can see what needs to be done.
17. Troy Flores-Olson shared from the guided pathways conference in Fresno that they are integrating an application on their campus.

Program Mapper and Starfish for educational plans.

1. Lydia G. presented the program mapper software from Bakersfield.
2. Albert Bretado explained that a webpage is already laid out and that when visitors click on the division and the program they will receive all of the information that is needed for transfer, including courses. Additionally, there is information on salaries presented nicely. Lydia shared that the tool has a timeline for completion and a guideline of how many units per semester to complete this goal.
3. Libby C. shared that the tool can be connected to the major transfer feeder schools.
4. Gisela S. shared that counselors are doing their best to give students 15 units per semester, but this approach may not work for STEM students.
5. Lydia G. shared that the 15 units per semester may not be ideal for a STEM student who possibly is taking only a math course.

6. Libby C. clarified that she is not about pushing 15 units per semester; rather, it's about having a clearer path for the student. It is the goal of guided pathways work to make things clear for students so that they know how long it will take them to complete their goals.
7. Laura R. shared that we don't want to tell students that they are not able to take 15 units or more; emphasized the importance of not having a deficit mindset that students are not able to handle it because that is the wrong message.
8. Libby C. encouraged the group to think about the equity structure that was built for the Ivy League model and not for the students that we serve. What does it mean to be equitable?
9. Libby C. discussed the high tech/high touch interventions that are used in the program mapper. What is the best software to help us with these things.? Lisa C. and Leigh Ann have a workgroup to address: 1) Early Alert (works well but more people needed to support); 2) degree planning tool: in DegreeWorks there are attributes and the scheduler; the workgroup is considering whether DegreeWorks or Degree Planner better meets the needs of the campus.
10. Caroline Durdella- shared that they are weaving together all kinds of Early Alert data and that the process isn't automated. Sheila makes it work but it takes her longer. What Sheila does wouldn't have to be done if there were enough people to help. It should be an automated process instead of her doing that every week (she pulls the flags per group/cohort). Lydia responded that this work would be assigned to student success teams and that Gary should be invited to these meetings.
11. Eric O. questioned whether California has a statewide tool to address this. Libby responded that the CCC's are autonomous; the Chancellor's Office is not our boss, rather their role is to help with implementation. CCC's have different local MIS systems and processes; in a perfect world all campuses would be able to all use the same information.
12. The mapper would cost \$50,000. Concentric sky- Bakersfield has MIS point. What resources will be used going forward? There has to be dedicated resources toward this, such as one full-time counselor, one AO, and a part-time transfer counselor. Albert- said the tech for CTE (Manuel) thinks we would need more than 2 web developers to develop a similar tool, so the one-time fee seems reasonable. Libby mentioned that it's important to keep in mind that regular maintenance will be needed for this.
13. Lisa shared that the Starfish implementation team is meeting to figure out what degree planning system to keep; Ellucian provides the platform for Banner and DegreeWorks.
14. Gisela suggested that cohorts can be done via Banner.
15. Laura raised the topic of how to design success teams. An example was provided of groupings of students such as those who are ready to graduate or have math/English courses done. There are many possible approaches to this.
16. Lydia reviewed the goals for 2019-2020 (review sheet) and mapper meeting. Lydia provided the example of sociology and psychology degree overlap and transferring

- to a degree that may be impacted. Gisela wondered how much effort is going to spent on this. This mapping work provides the foundation for the bigger picture and needs to provide clarity for students.
17. Scale of adoption- Guided pathway leadership team is following this. Review of Guided Pathways Essential Scale of Adoption Self Assessment handout, which is due for certification by March 1st. This document should go through shared governance committees. It is a planning tool for the campus and can be used for increasing equitable outcomes and maximizing our funding.
 18. Libby shared that a Zoom training for scale of adoption self assessment is scheduled for November 4th from 12-1:30 p.m.
 19. Katie O'Brien shared that a possible topic for a Spring 2020 FLEX activity would be equity-mindedness in the classroom.
 20. Lydia is using Outlook to send out files via SharePoint. She will add the GPS Committee members to the group so that members can add information to the documents.
 21. Libby shared that colleges are invited to participate in the Vision Resource Center; some colleges have adopted an IT platform that creates an integrated experience for users at their campus. This is a place to exchange ideas and tools and receive resources for professional development.

Meeting Adjourned: 12:00 p.m.