Guided Pathway Steering Committee Minutes
Friday, April 17th 2020

Attendance: Lydia Gonzalez, Angelica Martinez, Caroline Durdella, Lisa Chavez, Grant Linsell, Christine Waugh, Jennifer Tanaka, Albert Bretado, Kevin Smith, Sheila Xiao, Manuel Halim, Alice Mecom, Sheila Lynch, Rose Gaw, Dana Arazi, Brando De La Torre, Libby Curiel, Abbie Perry, Miyo Stevens-Gandara, Troy Flores-Olson, Elizabeth Ramirez, Sally Willsey, Ruth Retana, Gisela Spieler-Persad, Brian Brutlag, Eric Olson, Alyson Cartagena, Dana Vazquez, Brian Young, Viviana Villanueva, Vann Priest.

Meeting started at 10:07 a.m.
1. Minutes from the last meeting (2/7/2020) approved
2. Data Dashboard- Sheila Xiao presented on this. Sheila X. started working on this dashboard last year with Lisa so that counseling can target students that are near completion. After meeting with the GP work group and looking for something for student success teams. We realized that they shared similar goals so extra features were added to the dashboard. Sheila presented the dashboard (video of the presentation can be viewed via the zoom recording provided by Lydia on 4/17/2020). https://cccconfer.zoom.us/rec/play/6cEudOGgrjo3T4adtASDAKBwW464Lqqs1nAZ-PFbyxu0W3gCNFulYrdBNrQMVgtBiAKy3DbNuEAsG1n-?continueMode=true The question of filtering by special populations came up. The answer is that they are planning to add that feature to the dashboard but it's not available at this point. Caroline D. - mentioned that we need to see who will get access to this because of FERPA issues. We currently have 25 Tableau licenses and we need to get more. This number will be discussed prior to the renewal in July 2020. Lydia was going to create a list of special populations and send that over to Caroline.

3. Manuel H. – Sharing the Pathway website- (For a visual of the presentation you can click on the link above to view it). Manuel also showed how the website looks on the phone. Areas of Interest in the main page is always randomized but not the search option at the top of the webpage. Lydia was going to make a recommendation to Dr. Laura Ramirez get more people to assist with the website. Libby asked what will be the process to update this list and who will be responsible for maintenance. Angelica said that the counselors have not talked about how this process will work and how often changes will be made. Lisa discussed that Elizabeth right now helps with maintenance of the advising sheets for counseling. Albert would like a process to be put in place so that there is no confusion. Lisa suggested that counselors won't be able to update the GP website since it is more advanced work and not a part of their job description. Grant suggested that this might be something that Kathy can do since she updates the catalog. Lydia suggested that this will be a discussion for a smaller work group.

4. Student Services Software Workgroup- Lydia shared the proposal from Career Coach. She had also sent out the updates that she received from the vendor to the group before this GP meeting.
Libby said that everyone has access to Career Coach for free. Our college has adopted both career coach and mypath. But it's not fully integrated. If you purchase career coach, then you can customize it. Lydia- No formal recommendation is needed now but in May it would be good to have a decision. Lydia also showed us PCC's website since they have career coach. Employment data is all local (when you customize it. It also has a resume builder). Christine- shared the job tool they use in the career center (resume builder, job postings). Lydia will reconvene software group so that we can come up with a proposal. We have two years of GP funding left.

5. Starfish update- Lisa provided this. Ed plan and degree audit tool. It has an early alert system. Received an update that the price increased dramatically. It's about $80,000 for this year and next year and it's expensive. Lisa said that she doesn't have the budget to sustain that cost. Looking at upgrading degree works (Ellucian product- ed planning, early alert and CRM).

6. ABC(Academics, Basic Needs, Community)- virtual student support plan- not an official GP initiative. Angelica and Alice spoke about this. Providing assistance to students via online platform who filled out a form who need assistance. Classified are helping with returning calls. We have had close to 150 students contacted. The needs vary per student. Lydia- asked Lisa if she can share the resource book with the committee or campus. Lisa- agreed and spoke to the group about the Covid-19 resources link on the homepage. Lisa- mentioned that 2,000 outbound calls to students have been as well. Alice- said that students are appreciating the phone call.

7. The student success team meeting will still meet next week to see how we can build on current ABC model.