

## Guided Pathways Advisory Committee

### NOTES

December 7, 2018

1:30-3:30pm

MA1-142

In attendance: Bob Kratochvil, Kevin Horan, Julie Von Bergen, Rudolf Rose, Sabrina Kwist, Scott Hubbard, Eloine Chapman, Rikki Hall, Janith Norman, Nicole Trager, Shelly Baird, (Zoom: Natalie Hannum), and Guided Pathways Bay Area Regional Coordinator: Krista Johns

### I. Announcements/ Updates

- **Update from 12/3 DVC Counseling & Technology meeting (Rudolf)**

- The meeting had panelists which included Bakersfield and Chaffey colleges. Each talked about how their counseling departments have changed the way they serve students through guided pathways. Bakersfield has a Completion Team assigned to each student/population. Chaffey utilizes interns from graduate programs to initially assist students through drop-ins then making appropriate referral to services. This is similar to the First Step Counseling (drop-in available all day, every day for students) that LMC's Counseling Department started this semester. There are components of some of the things presented that we're already doing at LMC.

- **Where we are with program map updates**

- Rudolf and Julie conferenced called with Concentric Sky representatives from the Program Mapper software team, on 12/5, to ask questions and learn about joining the Program Mapper pilot. They also watched a webinar featuring software (Concentric Sky) used for website program/road mapping (used by Bakersfield College). *(At the end of this document – see **Program Pathways Mapper Demo** – the email to Julie Von Bergen about the onboarding of schools using the demo and the zoom recording link webinar featuring the software)*
  - Concentric Sky is part of the College Buys Program managed by the Foundation for California Community Colleges. All work will be performed under our existing FCCC Contract #CB-238-18 executed on February 27, 2018 with expiration on February 27, 2021
- There are 10 schools that the state approved for piloting the mapping software. One school dropped out, and LMC has been offered that spot; Julie proposes adoption of this mapping software which was a favorite among our student focus group
- This is NOT an educational planning tool...it's a web based program mapping tool that showcases majors/programs of interest and the course outlines required for completion – ideal for new college students
- Need to note that there isn't a rush to have this perfected/finalized. It's a PILOT. Looking at Bakersfield's adoption one year later, they are still adding/editing/finalizing...it's an on-going process.
- Lifetime cost is \$50K – Hosted by AWS (Amazon Web Services)
  - Kevin Horan recommends we use our Guided Pathways budget to fund it
  - Bob Kratochvil gives tentative OK on approval of adoption (but requests a sample contract)
  - Still requires approval from board in January. However, given that LMC was offered the 10<sup>th</sup> spot for Pilot, an emergency check could be cut for deadline of adoption ahead of board approval.
  - Will there be support costs, and yearly updates costs? Scott Hubbard is concerned about add-on costs and any hidden costs. Concentric Sky representatives said there are currently NO support costs or yearly update costs

- What about staffing to build this? It's Plug and Play essentially; it's a Web authoring tool that does require some training
- Data consists of: 2 and 3 year road maps of data for CC, plus university transfer requirement/options – Julie estimates that Julie, Shelly, and Rudolf can enter data within their regular work load; without additional workloads for other depts.
  - 80 Program maps estimated to be **completed by 2/28/19**
  - Does NOT mean that this will be available to students then.
  - Ideally, we're looking at student access Summer 2019 (for at least Math programs)
- Will our launch of eLumen Curriculum & Assessment Management Software in Spring 2019 mean that we will have multiple places sharing the same information, causing duplication of efforts, and data storing?
  - NO – these 2 web based platforms work independent of each other -- if down the road there is a mutual sharing of data that works between the two platforms, then great – but not required
- **Spring 2019 opening day planning**
  - Opening day activities among faculty planned to define meta-majors
  - Announcements of available GP positions for Distance Education, Enter Path/Onboarding Committee tri-charts, Stay on the Path/Student Support Committee Tri-chairs (1 faculty release position for Distance Education, and 2 Committees with Tri-Chair positions)
  - Will make recommendations to senate about feedback, and recommended meta-major organization for the first web pilot
- **Enrollment Management Spring 2019 meeting planning**
  - Consensus is that more data is needed out of Colleague to develop case studies
    - Rikki Hall was on BETA testing group: **We have** a new development tool within Colleague that allows for better understanding of courses that are in high-demand in order to plan for more offerings the following semester: Satish presented this demo: <https://prezi.com/view/cs2cgFPtCCG38JW67bwU/>
    - Within Colleague: PLSC is the area for accessing/gathering enrollment data
    - Josh Bearden and Nicole Trager are planning on getting on the agenda to discuss Guided Pathways need for this data access
- **GPAC retreat in spring 2019 planning and ideas**
  - Ideas are welcome – more details will be shared/discussed at our next meeting Feb 1<sup>st</sup> 2019
  - Use retreat as incentive for OAS time in Fall 2019
- **Bakersfield Program Mapper software update**
  - Julie showed the group Bakersfield College web based program mapper and how it functions (details above on LMC's tentative plan of adoption)

## II. Meet Krista Johns our Guided Pathways Regional Coordinator

- **Krista will share information about resources available to our college**

### **IMPORTANT DATES:**

- January 2019: there will be a re-certification for colleges to verify that we are continuing work in Guided Pathways – this information / link is sent to Bob for his YES input / adoption
- April 2019: funds will be dispersed
- May 2019: (possibly May 19th) annual report/ action plan/ work plan **will be due**. The template for the annual report/ action plan/ work plan is still being developed. Maybe in March or April we can set up a district reading group to share and discuss our plans before finalizing?
  - Krista will send us an Action Plan Template and keep us updated on final dates
- Questions arose around information circulating that AB705 compliance was linked to Guided Pathways funding...Krista has NOT heard this to be true; more investigating and feedback to come
- There is a Guided Pathways Advisory Committee at STATE LEVEL week of Dec 17 2018 and Krista will send updates
- Krista shared what her role is as a Guided Pathways Regional Coordinator:
  - Help us build capacities
  - Align with other similar populated colleges
  - Networking with individuals/institutions that will help LMC meet our goals
  - Essentially, developing what works best for our college with what we already have in place.
  - Krista points out that we should NOT feel pressured in our actions. We need to collect and allow for as much data as possible to best understand what our needs truly are. Remember, we have a 5 YEAR PLANNING GRANT – it's not meant to be rushed and/or fulfilled/finalized/accomplished within that time.
    - If the pilot fits and we're ready...then good...but should not be rushed or pushed. Within the Bay Area there are a lot of cohorts in exploration mode where little changes are actually needed within their institution.
    - Do not adopt until fully ready. Many colleges that hop soon, have to step back and re-do...this is a transformation to fit LMC which may not fully mirror other colleges at all.
    - College wide training and conferences are needed to reach wide spectrum. On-demand is nice because it will impact those where it's needed most.
    - Student focus groups, surveys, incentives, zoom meetings, -- reaching all groups of students not just governance.
- **Our questions for Krista:**
  - (1) **Advice about whole college professional development: best practices, how to include those who don't normally attend meetings**
  - (2) **How to get student services staff and faculty involved in design teams: strategies, best practices, and incentives that have worked**
    - We need the Teaching and Learning Center to get involved
    - We need well planned agendas, logistics, notes, structure and start where there is shared interest and build upon that...dept to dept.
    - Ultimately, we want to make jobs easier for those coming on board - not adding to their load. Depts to help other depts in order to help students
    - Remember – Our needs are local...our strengths are individual

**(3) What successful pathways strategies have you seen in use at other colleges and recommend for LMC?**

- Continue to think of Guided Pathways as a Framework NOT a goal; think of it as a gap analysis where we are bringing together the areas that are missing and how it can tie together (CTE, curriculum connection, for example)
- Do not ignore what good things people are already doing, and don't just focus on what is to come.
- Think of it as a menu; variety of ways that is best for LMC
- There is a state-wide news site that offers information: <http://cccgp.cccco.news/>
- There is a TON of information – don't try and digest it all at once. Take in the news and watch webinars that are focused on the areas currently in need; flag conferences that are pertinent to current work at the time. No need to rush everything at once.
- Try to align with what is coming from State Chancellor's Office, but keep in mind that statewide metrics is not always current and focused with LMC – there are different visions for success goals/initiatives. Things evolve; don't make it about Chancellor's Office...unless it's value added, keep focus to LMC.
- Expect that our 4 KPI metrics WILL change over time – as it should, as our goals realign with what is needed
- Krista will provide feedback colleague to colleague on information that comes her way

**III. Subcommittee release time positions for sending out to campus in spring:**

- **Draft of Distance Education position**
  - Dates will need to be revised to reflect: Fall 2019-Fall 2020 and/or Spring 2021
  - From a PT faculty perspective (Janith), the responsibilities of this seems like a lot to ask; too overwhelming – especially for PT faculty; it's more like a full time job
  - Position description needs to be updated to require similar experience qualifications
  - Identify primary responsibilities and state that time can be UP to 50%; better as 25%-50% time requirement over 1-2 YEARS
- **Draft of Pillar 1/ Enter the Path/ Onboarding committee co-chairs description**
- **Draft of Pillar 3/ Stay on the Path/ Student Support committee co-chairs description**
  - Dates will need to be revised to reflect Fall 2019-Fall 2020
  - LMC likes CCC tri-chair structure; however, no way to have classified chair – as that release time is not allowable for classified positions per district.
    - Options are having an hourly position come in to fill the classified position during time away working on GP.
    - Bob will bring this up with district on what can be agreed upon for classified participation
  - As far as recruiting FT faculty:
    - Opening day message to allow time for departments to discuss importance, and support needed
    - Offer retreat in Spring as incentive, with OAS to start in Fall 2019
    - New VP and Academic Senate to interview OAS positions in March 2019 for FALL 2019 work

## Feb 1, 2019: Next Meeting's Focus

- Nail down spring dates of activities to present at College Opening Day Jan 25<sup>th</sup> 2019  
**(this item needs to be done before our next meeting!)**
- Focus on how we get more, consistent members coming to meeting
  - Classified folks needed: Outreach, tutoring services, lab coordinators, library, support services, learning community coordinators
- Research the webinars that we can tap into based on our current needs and recommend for viewing to specific departments
- Sabrina to see if she can develop professional development workshops for Guided Pathways outreach. Also, how SEA can interconnect with GP and where we want to go – beyond state guidelines. Include learning community
- Having a clearer path of how GP will be structured for HS students and getting this going early in spring 2019 will be extremely helpful. Need HS Student Voice/Input/Involvement
- MESA involvement and structure as a guide for mapping and support for other departments
- Continue to check in with Krista for guidance

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### Program Pathways Mapper Demo:

Good afternoon Julie,

Thank you so much for reaching out to us regarding the Program Pathways Mapper. I'm working with Craig Hayward, the founder of Program Pathways Mapper to determine the best way to bring on new schools. We are in the beginning phases of onboard the first wave of colleges, aiming for a late February launch. We're also in the process of planning the schedule for bringing on the second wave of schools so I'll keep you abreast of those dates as they become more clear but right now we're thinking it would be late winter or early spring 2019.

In the meantime we do have a webinar of the first demo we did earlier this fall. <https://zoom.us/recording/share/reTahEtAtJP3bOD8AgLgp16t3RvxKI0R68axuKjyobqwlumekTziMw?startTime=1539968668000> This was done for the wave 1 schools to show them the application and give a preview of the authoring tool.

I would suggest viewing that and then if you have additional questions, let me know and I can see about setting up a call to discuss. I will keep your school on a list of potential Wave 2 schools and let you know as we develop firm dates for starting that effort.

Thank you,

Steve Middleton