



# Guided Pathways Steering Committee Minutes

Friday, September 15, 2023 at 1:00 p.m.

Minutes: Jared Howard

LPC Mission Statement	LPC Planning Priorities	
<p>Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.</p>	<p>Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.</p>	<p>Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.</p>
LPC Student Government (2)	Classified Professionals (4)	Faculty Members (6)
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Lena Munad, LPCSG Representative</li> <li><input checked="" type="checkbox"/> Hassieb Hassieb, Student Appointed by LPCSG</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Jean O'Neil-Opipari</li> <li><input type="checkbox"/> Ana Del Aguila</li> <li><input checked="" type="checkbox"/> Kristi Vanderhoof</li> <li><input type="checkbox"/> Jennifer Farber</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Jill Carbone, At-Large</li> <li><input checked="" type="checkbox"/> Jim Ott, A&amp;H</li> <li><input type="checkbox"/> <i>Vacant</i>, PATH</li> <li><input checked="" type="checkbox"/> Mary Lauffer, BSSL</li> <li><input checked="" type="checkbox"/> Carrie Frates, STEM</li> <li><input checked="" type="checkbox"/> Angella VenJohn, Student Services</li> </ul>
Administrators (5)	Chairs (3)	Guests
<ul style="list-style-type: none"> <li><input type="checkbox"/> Dyrell Foster, President</li> <li><input type="checkbox"/> Jeanne Wilson, VP Student Services</li> <li><input checked="" type="checkbox"/> Joel Gagnon, Dean Student Services</li> <li><input checked="" type="checkbox"/> Nan Ho, VP appointed by President</li> <li><input checked="" type="checkbox"/> Shawn Taylor, Director of Student Equity &amp; Achievement</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Kristy Woods, Academic Services Lead Coordinator</li> <li><input checked="" type="checkbox"/> Jared Howard, Student Services Lead Coordinator</li> <li><input checked="" type="checkbox"/> Danielle Bañuelos, Program Mapper &amp; Career Coach Specialist</li> </ul>	<p>Jeff Judd Mehrdad Mohebi Kevin Harral David Riensche</p>

Membership 17 (Quorum = 10)

[Guided Pathways Website](#)

Agenda Item	Information/Discussion
1.	<p><b>Welcome/Call to Order</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• Popcorn introductions – introductions for first meeting of the year.</li> </ul>
2.	<p><b>Review &amp; Approve Agenda – 9/15/2023</b>  <i>For action</i></p> <ul style="list-style-type: none"> <li>• Mary Lauffer motioned to approve; Jill Carbone seconded.</li> <li>• Motion passes (8 approvals)</li> </ul>
3.	<p><b>Review &amp; Approve Prior Minutes – 5/16/2023</b>  <i>For action</i></p> <ul style="list-style-type: none"> <li>• Carrie Frates motioned to approve; Jill Carbone seconded.</li> <li>• Motion passes (7 approvals, 1 abstention)</li> </ul>
4.	<p><b>Guided Pathways Steering Committee</b>  <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• <b>Proposed Membership Changes</b> <ul style="list-style-type: none"> <li>• College Council had a discussion over summer wherein they discussed a change in membership to our committee – Recommended Changes: remove 4<sup>th</sup> administrator, remove 2<sup>nd</sup> at large faculty member, and remove the non-voting Vice President Academic Services positions.</li> <li>• Kristy Woods – entertained a motion to approve the College Council suggestions and included a motion to approve moving the Director of Student Equity &amp; Achievement to a voting member position.</li> <li>• Nan Ho motioned to approve; Joel Gagnon seconded.</li> <li>• Discussion: Jill Carbone discussed removing a Classified Professional position, Kristy Woods shared that Jean O’Neil-Opipari wants to keep that 4th Classified voting member position.</li> <li>• Approval to accept new changes to membership – Motion passes (9 approvals)</li> <li>• Lena Munad, LPCSG Representative, shared that student government is stretched thin and they don’t have the bandwidth to have 2 voting member positions on the committee. After discussing this with the Tri-Chairs and LPCSG, they proposed to have a Guided Pathways Student Ambassador serve in the other position. In collaboration with LPCSG, Hassieb Hassieb has been appointed to serve in this position.</li> <li>• Kristy Woods entertained a motion to approve the second LPCSG Student Representative position being given to a Guided Pathways Student Ambassador</li> <li>• Kristi Vanderhoof motioned to approve this change; Mary Lauffer seconded.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Discussion – Nan Ho is concerned about a job being linked to a voting membership position. There is an institutional commitment to Guided Pathways student ambassadors, however if Student Government has the bandwidth to support both positions, they will; this will be reviewed from year-to-year. On the Guided Pathways Steering Committee Membership, it will be noted that there will be 1 LPCSG voting member and 1 LPCSG Appointee voting member. Joel Gagnon suggested the titles of “LPCSG Representative” and “LPCSG Appointee.” to help with longevity of this structure.</li> <li>• Nan Ho motioned to amend the committee membership with the new position titles; Joel Gagnon seconded.</li> <li>• Approval to accept new changes to student membership – Motion passes (9 approvals)</li> <li>• <b>Poll for Virtual or HyFlex Meetings</b> – everyone can participate in the poll and the results will be shared at our next meeting <ul style="list-style-type: none"> <li>• <a href="https://docs.google.com/forms/d/e/1FAIpQLSfHNqIBrWdPXvIZBNrAwt-rgfe-dO18O6z_jiyAlzdZ5SFRFQ/viewform">https://docs.google.com/forms/d/e/1FAIpQLSfHNqIBrWdPXvIZBNrAwt-rgfe-dO18O6z_jiyAlzdZ5SFRFQ/viewform</a></li> </ul> </li> </ul>
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<p>5.</p>	<p><b>College Day- Reflection</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• <b>Pathway Team Time</b> <ul style="list-style-type: none"> <li>• Kristy Woods shared she was happy about the college’s commitment to Guided Pathways; College Day theme was Caring Campus.</li> <li>• There is now a clear alignment between Guided Pathways and Caring Campus, particularly around Persistence Project. IEBC did research to find out most effective behaviors to increase student success and retention. Faculty Support Resources provided (Scott Vigallon) to help faculty integrate Persistence Project activities.</li> <li>• Caring Campus identified activities that faculty can do that research has shown makes a big difference. These matched Persistence Project activities (with being situationally fair as the additional one on caring campus).</li> <li>• Jeff Judd – focusing on integration of the Persistence Project and Caring Campus. This is the next evolutionary step that Persistence Project has taken (Oakton CC). We are looking to migrate these engagement strategies to make them more sustainable and looking at other parties to be a part of that (Academic Senate is already on board). Kristy Woods – looking for a partnership with Academic Senate.</li> <li>• On College Day, we didn’t get a chance to look at Pathway student data – IR did a lot of work to provide data for us. Kristy Woods asked the committee if we like the idea of resubmitting this activity for Flex Day this semester. Angella VenJohn shared that she loved the idea because we didn’t get to it on College Day and IR did a great job running the data (Jill Carbone, Kristi Vanderhoof and Carrie Frates in chat agree). The Guided Pathways Leads Team will resubmit the activity for Flex Day.</li> </ul> </li> <li>• <b>Legislative Implications for Academic &amp; Career Pathways</b> <ul style="list-style-type: none"> <li>• Looking at Career and Academic Pathways and Program Maps (which courses you need to complete the degree/certificate - ideal sequencing of coursework). There is a lot coming up legislatively (AB 1705, AB 928) - being aware of both legislation and how it impacts program maps. AB 1705 – have to place students based on major and education goal. Communication tools will begin to communicate with them based on their goal and major. Math course will be recommended based on major (not a list of classes, just recommendation). We will notify students if they are not taking the recommended course.</li> </ul> </li> </ul>
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## **Supporting students in our Academic & Career Pathways**

*For information*

- **Phase 2 Pathway Student Success Teams**

- Moving into Phase II of student success teams to support academic and career pathways. Every student will be placed into a pathway. We have rolled these out in phases – Phase I was last year. Based on research (RP Group), identified barriers (afford college, what are next steps, etc.),
- Last year, organized websites, also outreach on disaggregated data sets. Phase I – created what the websites would look like (Explore on the LPC homepage) - buttons on the pages (red buttons and grey buttons), pathway student success teams are now on the websites – ambassadors really like them, but they also added questions to ask a success team member, Student Success teams now have a counselor (PT and FT) designated based on number of students in the pathway, intentional outreach from counseling. Joel – counselors have emailed students in pathway with proactive outreach – this has not only been a one-time effort. Discipline faculty – designated one office hour to the pathway and are now on the pathway website to answer questions students may have
- We are cognizant of how streamlined we are as a campus, so looking at ways to shift, not add work. Looking forward to interactive and proactive student supports. In collaboration with the Caring Campus goals.
- PHASE II – Engagement activities (Career and Academic Pathway) from a Success Team member to have more meet and greet activities. Canvas shells for communication and support. Pathways will create a welcome letter – welcome to LPC and information about program maps. Expand integration of student data with implementation of Ellucian Advise
- PHASE III and IV – Work to figure this out with help of mentors throughout the state. Meetings with David Reed and Kristen W. to discuss goals. Applying for 2 grants to help fund and make the work easier to build infrastructure to do this work.

- **Technology Infrastructure**

- **Canvas Shells**

- Jill Carbone provided an update on Canvas Shells. The team is Christina Lee, Nadiyah Taylor and Jill Carbone. These continue to be a work in progress. Once students are put into Canvas shells then we will continue to seek feedback and make updates. Jill shared a prototype of the homepage within each Pathway Canvas shell (Elements include: success team with links to their profile, links to department webpages, grey footers with support and belonging platform, degree/cert maps, link to change of major process). Support and Belonging Platform Canvas Page – in the style of “choose your own adventure” to navigate closer and closer to define the resource they need. 9 main tiles to group resources for students. Working with a Canvas designer to update the Canvas page. Intention is to provide organized content to refer students to research. All of the links directly link to the website so as the website is updated, so too will the Canvas pages be automatically updated.

	<ul style="list-style-type: none"> <li>• Kristy Woods added that once all students are in a Canvas shell, they don't even need to be registered for a class. Once we have students in, we will also have the ability to provide global messaging to know about what is happening on campus (much of that will be guided by Chip Woerner). Within pathway, pathways can still send out pathway announcements as well.</li> <li>• <b>Program Mapper &amp; Career Coach</b> <ul style="list-style-type: none"> <li>• Danielle Bañuelos attended PPM User Group Gathering (May 2023). PPM is coordinating with eLumen, CurriQunet, and Assist.org. New features – course notes and program links, IGETC and SciGETC updates, Dual Enrollment, Improved curriculum data import, Certificate Stacking. Updates: Faculty may now add notes to course cards, “additional information” link available. Rolled over Program Mapper for new Academic Year 2023-2024, Ethnic Studies updated in PM and is live, and soon we will be adding math support recommendation boxes (compliance with 1705).</li> <li>• Danielle also shared an update on Career Coach. Provided a recap of SP 23 Flex Day; had faculty update careers into Career Coach (115 new careers added to programs, and 15 new programs added to Career Coach). Faculty can update the careers linked to their programs by going to the link on Guided Pathways website.</li> </ul> </li> <li>• <b>Ellucian Advise</b> <ul style="list-style-type: none"> <li>• Ellucian Advise/Recruit - Update in October for an update to help know who our students are and provide intentional engagements. This is also a big part of several grants we have applied for.</li> </ul> </li> </ul>
7.	<p><b>Institutionalizing the Persistence Project/Caring Campus Culture</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• On the Guided Pathways homepage, there are additional faculty support resources (i.e. model syllabi resources), Persistence Project, Caring Campus, classified support resources.</li> <li>• Guided Pathways is looking for feedback about future things to do to move forward on institutionalizing Caring Campus. The committee broke out into breakout rooms with Jamboards to focus on questions around this (one for faculty and one for classified professionals). The Jamboard focused on how we can make it easier for faculty to be able to learn student's names, etc. Post-meeting, the Guided Pathways leads will review the information collected to look for common themes to incorporate into our work.</li> <li>• Division Reps – The goal of Guided Pathways is that Division Reps help communicate information across the campus and represent your area in Guided Pathways Steering Committee meetings.</li> </ul>
8.	<p><b>CA Demonstration Project</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• CADP GP Institute is coming up in 2 weeks. The pre-work asks to reflect personally in our area what are we proud of and where is the key work to be done to improve student experience and outcomes.</li> </ul>

9.	<p><b>SEA – Student Equity &amp; Achievement Update – Shawn Taylor</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• Kristy Woods shared on behalf of Shawn Taylor – Black Family Day is tomorrow 9/16/2023 (GP Members will be there)</li> </ul>
10.	<p><b>Student Services Guided Pathways Updates – Jeanne Wilson</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• Jared Howard – Ellucian Advise logins are going out to Counselors next week</li> <li>• Kristi Vanderhoof – went to all ENG 1AEX to give out the <i>My Pathway Checklist</i> to all students and give a short intro to pathways</li> <li>• Mary Lauffer – shout out to Kristi and thank her for sending out announcement and making them accessible.</li> <li>• The LPCSG Welcome Back event was amazing!</li> </ul>
11.	<p><b>Academic Services Guided Pathways Updates – Nan Ho</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• Danielle has been very busy with updates to Program Mapper and Career Coach!</li> <li>• There are two grants that LPC has been going out for with an additional grant on the horizon focusing on Dual Enrollment.</li> <li>• Rajinder Samra has presented on FTES patterns over the last five years. Persisting in classes might be a result of finding the right major, being aware of resources, and the energy of Caring Campus.</li> <li>• We are in our second year of looking into Credit for Prior Learning (CPL). Acknowledging past work to count for credit (Melissa Korber working on this). These are all things leading into pathways.</li> <li>• Slides for Division meetings will go out next week asking individuals to be a part of tabling for their pathway at events.</li> </ul>
12.	<p><b>Good of the Order</b>  <i>For information</i></p> <ul style="list-style-type: none"> <li>• CAGP Institute #5, <i>Engaging the Entire Institution in Guided Pathways Implementation</i> September 27-29, 2023</li> <li>• LPC Preview Night Academic &amp; Career Pathways Table November 2nd 5:00 – 6:00 pm</li> <li>• We may look into making pathway specific flyers to hand out</li> <li>• Every year we are committed to revisiting our Academic &amp; Career Pathways with respect to what programs are in which pathway, and what each pathway is titled. This will be on the agenda for October.</li> <li>• Lena Munad shared that LPCSG will be having their club fair soon (October 25th). Employers will also be in attendance.</li> <li>• Job and Internship Fair (Sept 27th) – please invite your students!</li> <li>• Transfer Day is Monday 9/18 – all University representatives will be on campus that day!</li> </ul>

**Meeting adjourned at 2:57 p.m.**

**Next meeting:** Friday, October 20, 2023