**Guided Pathways Leadership Taskforce**

Meeting Notes

September 4, 2018

2:00 – 3:30 p.m.

1. **Meet the New Co-chair**

Melissa Padron will serve as the new co-chair of the Guided Pathways Leadership Taskforce. Melissa works in Enrollment Services.

1. **Follow up on previous commitments**

Commitments were reviewed. David’s commitment of sharing who will be participating in the November Institute, sharing the Tom Bailey article, and investigating funds to print the Guided Pathways (GP) timeline for in-service are complete. David also submitted an IT ticket for GP link on the committee portal page. Nora met with Kim Crane and provided additional information on the external GP website. More information on the website will be forth coming.

1. **Nan Poppe and leadership monthly call check-in**

Nan, Ann, Sue, Max, and Nora participated in the phone call. Sue provided an overview including a review of timeline, interest in in-service activity, project updates (e.g., Navigate), working on communication plans with workgroup, the upcoming institute in November will have communications as part of it, websites – Rogue has a good internal example. Nan asked if we would share our roles and responsibilities with the other groups. The call with Western Wyoming is coming up; they are going to share Guided Pathways implementation and Navigate. Ann encouraged the group to acknowledge small successes.

1. **Project management check-in (Timeline and Taskforce oversight) Planning for upcoming year**

Max provided an update and shared the project timeline with the group. The timeline will be printed and available during in-service, “What We’ve Done” and “What We’re About To Do.” The discussion shifted to how we can identify intersections of the subgroup’s work. What do we need to be discussing beyond a report out, how can we identify barriers? We then reviewed the workgroup’s timelines for the year:

* Collaborative Advising – Jennifer shared that the workgroup is shifting its name to Advising Redesign. They will be vetting the roles and responsibilities document with faculty this fall and identifying when the handoff will occur between professional and faculty advisors. Once the model is selected, training documents will be developed. The workgroup is also exploring possible connections with Navigate.
* Communications – Lori shared members of the new Communications workgroup. The workgroup plans to review meeting notes from our Moodle page to identify any major outcomes and key markers for communication. The goal of the workgroup is to keep the college community informed of progress and their role in engaging in Guided Pathways implementation.
* Curriculum – Sue shared draft Educational Focus Areas (EFAs) with the group and the need for continued faculty involvement in finalizing the EFAs and curriculum mapping. The workgroup is thinking about First Year Experience components and how they fit into the new EFAs. This work will begin in fall term. The goal is to have a plan for each EFA and what new curriculum needs to be developed during winter 2019, with the long term goal of everything in place for the 2020-2021 school year.
* Navigate – Tara provided an overview of activities beginning with a kick-off training during in-service. The early alert process is moving forward with the goal of piloting in winter term. She also shared that the college plans to purchase the academic planning module during the 2018-2019 school year.
* Pre-College – Darlene shared that the workgroup is focused on two parallel paths: Adult Basic Skills/Dev Ed and High School Connections programs. An Integrated Education and Training (IET) program will begin in winter term. The IET will serve as a pilot to represent the on-ramp that can connect students to an EFA. The workgroup will also be researching curriculum on-ramps and EFAs to share preliminary information with high schools.
* Teaching and Learning – David provided an update on Jil Freeman’s participation and the Teaching and Learning Department as well as development of block scheduling across the college. It is important to think about faculty engagement in teaching and learning preparation, and expanding workshops in the context of Guided Pathways in the future. This year faculty will be involved in EFAs, curriculum mapping, and Advising Redesign. It is important that courses are offered at appropriate times to meet student needs once curriculum maps are complete. Nora asked about the intersection of curriculum and scheduling. She stressed the importance of providing context for faculty and departments about how to apply new models of block scheduling and the benefits to students.

1. **Planning October 19th Pathways Workshop for Faculty**

David shared that the Board of Education is very interested in the relationship between Guided Pathways and equity. Equity is a separate goal for the Board of Education outside of Guided Pathways. The Board of Education asked if there was a long term plan around Guided Pathways and the cost of advising in this model. The Advising Redesign group needs to think about the model and what the costs would be to develop it, as well as different models. The Board of Education is also interested in when we will begin communicating with high schools about Guided Pathways. The Board passed a resolution endorsing Guided Pathways.

We can nominate 10 faculty members to attend the Pathways Workshop on October 19th. Sue suggested that we ensure that faculty attending represent the EFAs; also new faculty in the FYFE program. The workshop will be streaming and could be shared on campus. Following the workshops, we could host local conversations based on topics of interest. Nora suggested that the 10 faculty who participate in the workshop be invited to share information learned with the Guided Pathways Taskforce in November.

1. **In-service check-in**

Lori provided an update on in-service. The college has contracted with Racial Equity Consultants for an hour presentations on Tuesday morning. Prior to their presentation, Dr. Cook will be providing 30-40 minutes to frame the impacts of Guided Pathways on students and connection to equity. David will be wrapping up the event with a 10-minute closing address

1. **Workgroup updates**

* Advising Redesign - Jennifer shared updates for summer and fall term related to collaborative advising, Navigate, and early alert. Three early alert triggers have been identified: attendance concerns, request to drop all classes, and in danger of failing; built out a map of interventions. The plan is to launch early alert with athletes.
* Communications – Lori shared an overview of the communication workgroup charter and asked about the design of the curriculum maps and visualizations (web and print).
* Curriculum – Sue provided an updated list and description of EFAs. The summer term FYE students provided feedback on the EFAs, descriptions, and example program/majors. Possibly expanding workgroup membership to ensure representatives from each EFA. Lisa is organizing curriculum into EFAs.
* Navigate - Tara shared that Navigate implementation is going well. Over 1,400 students have used Navigate thus far with 70 students reporting issues. We believe that the issue is with the single sign-on and working to resolve the issue. Max encouraged staff and faculty to use the staff side of Navigate rather than the student side.
* Pre-College – Darlene provided an update about implementation of the IET and an increased understanding of the pilot, logistics, recruitment, retention, and cohort management (wrap around). Developing an IET subgroup to be more inclusive for other faculty and staff.

1. **Review commitments and next steps**

The next meeting is on Monday, October 1, 2018, 2:00–3:30 p.m.

**Commitments:**

* Tara and Sue to send nominations of faculty for the October 19th to David.
* David will obtain a copy of the October 19th agenda, Lisa is interested in supporting a streaming party of the workshop
* Sara will update the internal Guided Pathways Taskforce webpage once it is available
* Lori requested that the workgroups send her communication pieces
* Max will send out the timeline for review