

**Guided Pathways Leadership Taskforce**

Meeting Notes

November 5, 2018, 2:00–3:30 p.m.

1. **Follow up on previous commitments and updates**

Previous commitments were reviewed.

David provided updates on his commitments, which were all completed. He said that he is working with Kim Crane and Kirk Fryrear on the portal page. They would like to know what information from the Moodle site the taskforce would like to see included on the portal page. Nora committed to sending an email to the taskforce members with a link to the Moodle, asking for feedback by November 13. Nora will send the feedback to David, who will share it with Kim and Kirk on November 13.

Lori said that they don’t yet have a part-time faculty member for the Communication workgroup. She will check back with Leslie and Jennifer.

Carol shared that she meet with Jil and Elizabeth and teaching and learning will not be a workgroup in the way that other workgroups have been working. There may be times when we need to have Jil and Elizabeth come to a taskforce meeting and we will include them in key communications.

Nora said that the earliest taskforce meeting that Tim can attend is in January.

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

Melissa and Tara participate in the October call with Nan, where she provided some updates. She discussed the Oregon Pathways Institute and gave a heads up that there would be homework to complete (which has since been emailed out to everyone that is attending).

Elizabeth Cox Brand sent a link to an advising redesign webinar. Tara said she hasn’t yet viewed the webinar, but once she does, she’ll send a link to the advising workgroup.

1. **Project management check-in (GPTF Planning Calendar)**

Max and Carol will soon be sharing the Guided Pathways Taskforce Planning Calendar with the whole group. Conversations have been about what we know needs to happen based on certain milestones. This will help make sure that certain things show up on the agenda when they are most relevant. Carol and Max are starting to look at the budget input that they’ve received and put those into a template. They may have some follow up questions with taskforce members. They are starting to look at communication between groups and stakeholders, looking at places where siloing may be happening, making sure all of the pieces are really communicating, and attempting to avoid duplication. Max said that now that we’re a year or so into the work, we want to make sure we look back at charters and membership to make sure all of the right people are still involved at the right points. Workgroup leads should look at charters and make sure they have the right people on their workgroups.

1. **Oregon Pathways Workshop check-in (at Lane and CCC)**

There was an Oregon Pathways workshop at Lane Community College on October 19. A group of faculty participated in a livestream of the workshop in the morning, while a small group of CCC faculty attended the workshop in-person: Laurette Scott, Kathryn Long, Yvonne Smith, Sue Mach, and John Phelps. The morning went well, but those that participated in the afternoon shared that it wasn’t a positive experience.

There was a debrief meeting after the workshop so that CCC attendees could voice their concerns. See handout:



The afternoon session was derailed. People from other campuses were upset and the Lane contingent walked out. People didn’t feel heard and didn’t feel like they had processing time with their fellow attendees. They felt tricked/insulted by some of the things the presenter said. The presentation was fear-based and outlets were not provided for alleviating those fears. Rather than providing time for discussion, much of the time was spent independently writing.

Suggestions were discussed at the debrief meeting. These include making a space at the winter institute for people to talk about things they didn’t get to talk about, inviting Tim to talk to the group, valuing expertise in coming up with solutions, helping people understand the overall goals of guided pathways, providing openness and transparency, having conversations that address concerns, and making sure we are not top-down.

On November 27, 12-1 p.m. in Gregory Forum, there will be a Questions & Answers About Guided Pathways event for CCC staff and faculty. This will include Tim, David, and members of the taskforce, who will answer questions and provide updates on projects. Pizza and beverages will be provided. On January 25, 2-4 p.m. in Gregory Forum, there will be a Guided Pathways Stakeholder Summit put on by the taskforce. Additionally, there will continue to be ongoing conversations about guided pathways. It was suggested that we make use of those folks that are skeptical to help keep us accountable.

David suggested sending out an email with a summary about guided pathways. He suggested that it come from the chairs of the taskforce. It could say what is happening, how many people are involved, and provide a sense that this isn’t a secret activity happening in a backroom.

Nora shared that at the Department Chairs & Directors meeting, there will be a 40 minute activity around guided pathways.

Lori suggested another series of Pizza with Plotkin type sessions, each addressing a different fear identified by CCC staff and faculty. It was suggested that a member from each subgroup (a “fear buddy”) attend to answer questions. David liked this idea, but said that he preferred it be facilitated/emceed by someone else on the taskforce.

1. **Engagement Planning: What is in the works? What do we need to add for this year?**

Carol provided clarification on the differences between communication planning and engagement planning. Both work together, but aren’t the same thing. Engagement is a big thing all of the time, pulling people in. Communication can be two-way, but much of our communication is pushing information out. The kinds of events we have coming up (November 27, January 25) are examples of engagement.

It was agreed that the taskforce should come up with topics for future Pizza with Plotkin type engagement events at a future taskforce meeting. Max asked if we are documenting the questions and answers that are shared at the November 27 event. Brittany and Tara said they both plan to attend and can capture notes. It was agreed that taskforce members that attend should listen and capture, getting a feel for the pulse of the room, and bringing those observations back to the taskforce. Nora will be introducing Tim and David at the November 27 event.

Tara shared that she and Max were invited to two sections of a WR121 class to discuss guided pathways with students.

1. **Guided Pathways Stakeholder Summit (January 25) check-in/planning recruitment**

For the January 25 Stakeholder Summit, a core group will get together this term to frame out what is going to happen. Nora asked for volunteers. The planning group will include: Carol, Darlene, Nora, Tara, and Melissa.

1. **Workgroup updates**

Workgroup updates were provided.

Advising (Jennifer):

* Reviewed a draft workflow of shared split advising model – mapped out what that might look like – with the Collaborative Advising Steering committee earlier this month.  – The group had a good discussion – suggested that it might not make sense for a one size fits all model for all programs – e.g., automotive would currently like to see their students in the first two terms – particular points where professional advisors might mandate advising
* There are two more steering group meetings this term with the collaborative advising group – we plan to  train that group in Navigate – discussed functionality with faculty advisors, good pilot group

Communication (Lori):

* Met recently, identifying milestones to develop communication plan, early alerts, academic planning, EFAs, identifying some audiences – target communications for collaborative advising – work on larger communication plan
* Recently met with department chairs of TAPS – small booklet/brochure to promote different programs in that area – landed on EFA – if it turns out nice, could be a prototype for all of the EFAs going forward
* Feedback on bookmark
* Agreement to keep the image as is for now, but make changes
* Nora suggested working with a graphic design class

Curriculum (Sue):

* Version 1.0 of EFAs – brief announcement at College Council
	+ Industrial Technology and Automotive
	+ Business
	+ Health Professions
	+ Arts, Humanities, and Communication(s)
	+ Social Sciences, Human Services, and Criminal Justices
	+ Teaching and Education
	+ Science, Engineering, Math, and Computer Science
	+ Horticulture, Water Quality, and Natural Resource Management
* EFA kickoff meetings
* Coming out of meeting with a point person from each EFA
* Response sheet – what additional kinds of supports, descriptor, key course candidates

Navigate (Tara):

* Launched, being used
* Already hearing from front-line folks that students are coming in with specific questions (rather than “I don’t know what to do”)
* Moved into supporting Dustin Bare’s area with staff-facing side around notetaking (seeing success there)
* Next phase: implementing Early Alert – have a pilot starting winter term
* Request for help: two alerts (attendance, when students are missing classes and when students report that they want to drop all of their classes) – would like to do 3-5 faculty with no more than 30 total sections – looking for suggestions for faculty participating in pilot – run the pilot for winter and spring term and analyze for rolling out to the campus at large – great to have some PTF involved as well (Esther was suggested) – send names to Tara by November 22
* Going to put a pause on the student is at risk of failing alert – other intervention strategies to iron out first

Pre-College (Darlene):

* IET pilot is a subgroup – focus on what that looks like in the pre-college place
* Running a parallel path of student who is college-ready early on and those that aren’t ready right away
* High school population – already engaged in college credit
* Also dealing with credit and non-credit populations
* Bridge programs for HS students, IET on the other side of the parallel path
* Divvy up what is credit, non-credit, college-ready, not-college-ready
* Nora shared that Kathryn and Suzanne want to be more involved
1. **Review commitments and next steps**

Commitments were reviewed:

* Nora committed to emailing the taskforce with the link to the Moodle sit and asking for their feedback on which content should be included on the portal page
* Taskforce members committed to looking at the Moodle site and suggesting content to add to portal page by November 13
* David committed to connecting with Kim and Kirk by November 13 – sharing what should go on the portal page
* Tara committed to watching webinar and sending out link to advising workgroup

The next taskforce meeting is on Monday, December 3, 2:00-3:30 p.m. in B240.