

**Guided Pathways Leadership Taskforce**

Meeting Notes

January 7, 2019, 2:00–3:30 p.m.

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

Commitments were reviewed:

* David checked in with Kim Crane. She will have something for us to see in mid-January.
* Carol/Max sent out an updated planning calendar and David said that it was sent to OCCA. Elizabeth Cox Brand said it was really good and was particularly interested in the bits about how we communicate with our partners. They have changed what they need from us in terms of next installment of money. David forwarded this on to Lisa Anh. They want a much more focused response in our scale of adoption – focus on DEI, specifically identifying what our achievement gaps are for race and ethnicity and what our plans are to close those gaps. It will be due in March.
* David sent out budget summary presentation, which was presented to the Board in December.
* Jennifer sent the draft of the EFA survey on December 6.
* Nora sent out the invite for the Guided Pathways Stakeholder Summit planning group.

1. **Guided Pathways Stakeholder Summit (January 25th) updates**

Nora shared that the planning group has met. Carol had an idea for the summit – a “zipper” that involves getting people into groups. Each group is focused on a thing. The group learns about it, reviews it, and then one person from each of the groups reforms into new groups. They go around and teach each other the information. Carol will formulate the groups and figure out they’ll divide out. All of that knowledge will be spread to all of the groups. Nora said how important it is to celebrate our accomplishments. She said that there will be cake at the summit. She said she will make sure a reminder is sent out prior to the summit.

Brittany asked if all part-time faculty are invited to attend. It was explained that the invitation is for people who are a part of the Guided Pathways Taskforce, Guided Pathways workgroups, EFA faculty leads, and those who have participated in the FYE workshop, the workshop at Lane, as well as those who have participated in one or more of the Oregon Pathways Institutes. This summit is a way to synthesize all of the separate trainings and conversations into one place. There will be other opportunities to involve other faculty and staff.

1. **Project management check-in**

Carol and Max shared project management updates. In addition to the timeline being sent out, Carol said that they are working on engagement stuff. They spent some time with taskforce at an upcoming meeting. Carol emphasized that the summit is one form of engagement, but they are trying to take stock of what we have been doing and what is missing and still needs to be done. Communication is part of engagement but is also its own thing. Max said that they want to make sure we are engaging with the communication workgroup.

The overall budget was discussed. It’s not ready to be shared yet, but Carol and Max hope to have it available via email sometime in January.

Max is meeting with representatives from ITS as well as applied information technology specialists about a technical timeline for guided pathways so they can start factoring that into their planning. Max will report back with what that meeting yields.

Engagement was discussed. The January 25 summit will include only those who have had some involvement with guided pathways. It will be missing everyone else. How do we engage those individuals before spring term? We’ve had Pizza with Plotkin type events in the past, but there should be events that aren’t just hosted by David. Tara suggested the idea of coaching. Members of the taskforce could all be coaches and go to groups as part of engagement instead of passively asking people to come to us. Carol said that it has been effective to reach full-time faculty by going to department meetings, but we need a different strategy for reaching part-time faculty, where there is no one-size-fits-all strategy. There may be ways of using digital tools better (things that part-time faculty don’t have to come to campus for). We could create resources that are not necessarily time-based, that can be accessed in perpetuity, especially if tied to specific topics. It might make sense to go in a different direction rather than the more passive approach. Darlene suggested motivating part-time faculty by paying them for coming to department meetings for a particular month. This would tap into the structures that are already in place.

1. **Guided Pathways Messaging & the Four Pillars**

Nora discussed creating consistency between what the website and portal say. At our last taskforce meeting, we discussed the four pillars. At that meeting, Laurette said the foundation of our building should be equity. Nora would like an opportunity to dig deeper into discussing the four pillars.

Tara said that she is struggling with a compelling narrative. We talk about why and talk a lot about getting on a path, staying on a path, etc., but when you start talking about equity, it resonates with people. We need a compelling narrative that shows what it looks like. Lisa Anh, Lori, and Tara have had conversations about creating infographics. Lisa Anh shared an example infographic – it showed the four pillars (get on a path, stay on a path, ensure learning, complete a path) with key data points for each pillar. The infographic and data points are open to feedback.

Carol suggested having something that underscores diversity, equity, inclusion. Nora asked if we could show what percentage of these students are people of color, differently abled, etc. Lisa Anh said that this is a high level view, a snapshot of where we are now. There will be opportunity for more detailed views. What could we start to look at from a guided pathways standpoint? What resonates with people in a concrete way that they understand what we are trying to do with educational focus areas? Lisa suggested showing data of the percentage of our students that are truly on a path as opposed to the students that aren’t or haven’t clearly designed their educational goal. Darlene suggested including “prepare for the path” – thinking about what it is to pack your bags with (skills, time management, etc.). Lisa suggested helping them to identify their goal so that they can get on a path.

Lori suggested having a simple narrative and a set of talking points. Depending on the audience or the question, we could have things to pick from as we meet with different audiences. A cheat sheet of sorts. Nora said that this can be simply stated through an equity lens. It helps for us to understanding our starting point and we need to call it out. Lisa Anh shared that they are thinking about two different handouts. David agreed that a common set of talking points and infographics are good ideas. Maybe this is the stage where we do spread out and have the smaller conversations – rather than provide talking points, we may need to listen to what people are concerned about and register that we are hearing.

Tara asked that the communication group takes a stab at an infographic with an equity lens. The bookmark doesn’t align with our website language. Nora said she will circle back around with Thomas’s design class regarding the bookmark.

There was conversation around explaining to faculty why we don’t have an exploratory EFA. Tim suggested going back to the Rob Johnstone book for explanation.

David discussed individual storytelling. What is a story for a student who falls of a path? We don’t want that to be their reality. When that happens to a student, what are the challenges that they face? The tyranny of too many choices were discussed (grocery store metaphor). Tara said she likes the idea of a packet for each of us with different visuals and talking points. Jaime said she would like to have something in February or March, as it would be helpful in terms of talking to high schools.

It was agreed that other taskforce members should attend the next meeting of the communication workgroup, to help provide context. Dustin, Tara, and Darlene said they will attend. Tim suggested, when possible, finding resources that have already been created: <https://www.pathwaysresources.org/>.

1. **Title III grant application updates**

Tara provided a brief update on the Title III grant application. There will be forums for people to share their ideas and feedback. The IEP division has been creating the bones of the forums and several members of the taskforce have volunteered to facilitate the forums. Tara said that they want to know where students get stuck. The eligibility application is open now and they are working on that. Once we get the yes, CCC is eligible, they will move into the next step.

1. **Workgroup updates**

Workgroup updates were provided:

Advising (Dustin): The EFA survey will go out to all students to figure out where they land. There are 486 unduplicated STEM degree-seeking students. They will work on vetting roles and responsibilities of this group and plan to do a listening tour. They have some faculty that are eager to be a partner to go out and have conversations. The workgroup has been collaborating with Sue’s group, looking at piloting a cohort model with an EFA. Appointment scheduling (student-facing) will be turned on in Navigate on January 22. They are testing it this Wednesday to see how it works. Early Alert is being piloted this term with a small group of faculty who will be looking at attendance.

Communication (Lori): The workgroup met on December 11. They had Sue and Lisa come to discuss what they’re working on with EFAs and curriculum. The workgroup members have been focused on talking about the why, creating a document that addresses where we currently are and doing a graphic that shows our graduation rates, Oregon’s graduation rates, and a college that has fully adopted guided pathways.

Curriculum (Sue): The workgroup met with seven of the eight EFAs and met with the advisors and the communication group. They are hoping to progress with a design so that people can relate to the concept (rather than a spreadsheet). They will be meeting on Friday. They will talk with the FYE faculty. They met with the STEM group and had a nice conversation with them, invite a couple of them to the workgroup meeting on Fridays.

Navigate (Tara): Dustin covered Navigate with the update regarding Early Alert.

Pre-College (Darlene & Jaime): Darlene said that IET is well under way. There is a cohort of 14 students. They are making sure that the IET students have the wrap-around supports that are needed. Darlene said that one of the students already had their associate degree. Jaime shared that the high schools have heard us talking about guided pathways for the past year. Now that we have EFAs, we have something to share and we can share curriculum mapping. Jaime said that they used guided pathways material from the website in their quarterly newsletter and that it will be a topic at an upcoming quarterly meeting. She hopes to be sending a survey to our high school partners in February or March that identifies baseline knowledge about guided pathways.

1. **Check in with Tim Cook**

Tim said that it was helpful to get overview and hear where everything is at with guided pathways. He said that we are to be commended for this work and for pushing forward. He appreciated hearing the piece about K-12 and entry level pathways. Tim said that part of the communication is part of the celebration – celebrate EFAs, maps, advising, Navigate – all of these milestones should be celebrated so that people are aware of what’s happening. We should over communicate. That’s the challenge of this work – to keep pushing.

We should support the engagement with students and be testing these out with students. Tim said he still struggles with the language we use around EFAs. He suggested continued testing of the terminology with students. He asked how he can help in his role, how best to support and be an ambassador for the work. Tim had a lunch/meet-and-greet with part-time faculty last quarter and is happy to do something like that again with a focus on guided pathways. He said that the bookmarks were given to legislators and that every single one of them seem to like and buy into guided pathways. Max requested that the conversations with the legislature be brought back to us so we know what is happening. Ways for business partners to learn about guided pathways were discussed. Tim said that his upcoming State of the College talks (one on the Oregon City campus and one at Harmony) will include guided pathways. Business partners are invited to participate.

Tim asked if there is a place on campus where we could start putting up guided pathways materials. He suggested a location with high traffic, both students and staff/faculty. The Cougar Café or Dye hallway were suggested. The materials would need to be refreshed frequently. Sue suggested using the TV monitors. David suggested a pop-up event/table, which could tour around to different buildings and areas on campus.

1. **Review commitments and next steps**

Commitments were reviewed. They include:

* Nora will check in with Thomas about bookmark and graphics for EFAs
* Tara will work on a small suite of materials with her group
* The leadership group will work on engagement activities
* Carol and Max will have budget information for this group via email sometime this month
* Lori will coordinate with Melissa and Nora regarding all staff communication
* Dustin, Tara, and Darlene will attend communication workgroup meeting on January 8