Guided Pathways Pillar Three

Minutes for Friday, October 25, 2019

1:00-3:00pm

COMM 103

Meeting Participants

Committee Members Present

Christina Dodough, Instructional faculty (ESLN); Christine Schaefer, Counselor; Claudia Derum, Librarian; Curt Luttrell, Director of A&R; David Bashore, Instructional Faculty; David George, Instructional Faculty; Donna Greene, FDC Chair/ Designee (Co-Chair); Florante Roa, Dir. Of Sys. Management-As Needed; Jaymi Triplett, Student

Committee Members Not Present

Carlos Maldanado, Director of Student Life; Courtney Doussett, Instructional Dean/Co-Chair; Daniel Aucutt, TASC Director; Jenna Huntzinger, Special Programs Counselor; Jermaine Cathcart, Instructional Faculty; Kristi Camacho, Instructional Faculty (Gen Ed); Marion Champion, Public Information Officer; Paulina Rodriguez, EDGE Outreach Specialist; Tiffany Abeytia, Classified Financial Aid; Yazzmine De Leon, Student

Recorder

Susan Magdaleno

Meeting Minutes

1. Call to Order/Roll Call

Called to order at 1:12PM

1.1 Public Comments

- We do not have quorum, unable to vote on anything during this meeting. We will break into our workgroups to discuss our ideas and goals.

2. Action Items

2.1 Approval of Agenda

- Unable to vote due to not having quorum, postponed until the next meeting.

2.2 Approval of 10/11/2019 Minutes

- Unable to vote due to not having quorum, postponed until the next meeting.

2.3 Ratify Workgroup participants

- Unable to vote due to not having quorum, postponed until the next meeting.
- Jaymi Triplett requested to be added to the Humanizing Project.
- No other changes made to the workgroups.

2.4 Review information gathered by student worker(s)

- Guided Pathways student workers created a survey to generate data on how students view Faculty advising vs. Academic counseling.
- Reviewing the survey with the group, other questions are suggested to be added to the survey to: sort out those students who are undeclared; determine how many students know the difference between faculty advising and academic counseling; determine how many use their advisor's office hours.
- Jaymi Triplett points out that COD students just took an online survey so we may want to wait before we send it out.

2.5 Workgroups discussion and planning for next steps

- Digital Newsletter workgroup met earlier and discussed the items in 3.1.1.
- Pillar members present broke into two groups: The Humanizing Project (Claudia Derum, David George, Donna Greene, and Jaymi Triplett) discussed the items in 2.5.1. The Faculty Advising project (Christina Dodough, David George, Curt Lutrell, and Christine Schaefer) discussed the items in 2.5.2.

2.5.1 The Humanizing Project

- Outlook can be used to show faculty member's photo; "My Site" can be utilized
- Web Advisor can be used to post bio; it can be linked from each member's contact information in the directory.
- Other things to be available to students: Faculty member's office hours and location which could be posted on-campus and tied to the online map; online syllabi which could also be linked to Web Advisor.

2.5.2 The Faculty Advising Project

- Broke the issue down into three areas (the advice students are getting; how equipped faculty are to provide advising; the connection between academic counseling and faculty advising) and came up with ideas to address them.
- Students: Where, how, and when are they getting their information? Orientation/fairs? Through email?
- Faculty advisors: How equipped are they to provide advising? How can we help? Faculty Advising Certification, Humanizing techniques, Availability information with discipline maps?
- Academic Counseling: Need to have an agreement on the definitions, contract agreement, Gen-Ed counseling, and Major Advising.
- Taking number 8 from the student survey, the group defined each area to fall primarily or secondarily into Counseling or Advising.

Area	Academic Counseling	Faculty Advising
Choosing Classes	Primary	Secondary
Major Career Counseling	Secondary	Primary
??	Primary	NA
Student Education Plan	Primary	NA
Personal Counseling	Primary	Secondary
Transfer Advice	Primary	NA
Help with Coursework	Secondary	Primary

3. Information/Discussion Items

3.1 Next Steps for Workgroups

3.1.1 Digital Newsletter

- Identified next steps: Have a meeting and ask a representative from our Public Information Office and our Director of Information Systems to join us to help us identify resources needed and help produce a timeline.
- Resources needed to start the project: Technical help from Florante Roa; Marion Champion to be the Public Information Officer.
- Next meeting: 11/1/2019, 9am, all mentioned parties will meet.

3.1.2 The Humanizing Project

- Identified next steps: Ways to assist faculty and students with making connections; create a survey around when/how they reach out to faculty and how make it easier for them; look for models that we can try to replicate, (ex: liquid syllabi, better web presence).
- Resources needed to start the project: Assistance from research to send polls to students and faculty.
- Projected timeline: Fall 2019, begin research, look for models. Create polls and deploy by November. Spring 2020, review materials gathered, create resource guide for faculty and for students around advising.

3.1.2 The Faculty Advising Project

- Identified next steps: Meeting with Counseling to work on the definitions of Academic Counseling and Faculty Advising.
- Resources needed to start the project: Input from advising.
- Projected timeline: TBA

3.2 Student Feedback

- It is most important to have access to our faculty advisors.

4. Adjournment

Adjourned at 3:00pm

Next Meeting

Friday, November 8, 2019

General Session 1:00pm-2:00pm

Communication Building 111/112

Pillar Three Meeting 2:00pm–3:00pm

Communication Building 103.