Guided Pathways Steering Committee Meeting Minutes

November 18, 2022 | 1:00 – 3:00 p.m.
Support: Danielle Bañuelos

LPC Mission Statement	LPC Planning Priorities	
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.	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.	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.

Administrators (4)	Classified Professionals (4)	Faculty Members (7)
☐ Kristina Whalen, VP Academic Services	☐ Danielle Bañuelos	☐ Michael Sato, At-Large
☐ Dyrell Foster, President	☐ Amanda Ingold	☐ *Vacant,* At-Large
☐ Nan Ho, Dean STEM	☐ Maria Glidden	☐ Jim Ott, A&H
☐ Joel Gagnon, Dean Student Services	☐ Kristi Vanderhoof	☐ Mary Lauffer, BSSL
		☐ Tim Adams, PATH
		☐ Carrie Frates, STEM
		☐ Jared Howard, Student Services

LPC Student Government (2)	Vice President, appointed by President (1)	Guests
☐ *Vacant,* Student Government Representative	☐ Jeanne Wilson, VP Student Services	
☐ *Vacant,* Student Government Representative		

Chairs	Director of Student Equity & Achievement
☐ Kristy Woods, Lead Coordinator	☐ Shawn Taylor
☐ Angella VenJohn, Lead Coordinator	

Membership 18 (Quorum = 10)

Agenda Item	Information/Discussion	Action/Assigned To
1.	**Welcome / Call to Order** *For information* Meeting called to order at 1:05 p.m.	**Kristy Woods**
2.	**Review & Approve Agenda – 11/18//2022** *For action* Nan Ho moved to approve agenda, Jim Ott seconded – Agenda Approved	**Kristy Woods**
3.	**Review & Approve Prior Minutes – 9/16/2022** and **10/21/2022** *For action* 9/16/2022 Jim Ott moved to approve agenda, Mary Lauffer seconded – Minutes Approved 10/21/2022 Kristina Whalen moved to approve agenda, Carrie Frates seconded – Minutes Approved	**Kristy Woods**
4.	**Student Success Team: Phased Approach** *For discussion* • **Phase 1: Started Fall 2022** - Updates on Phase 1 Work - Phase 1 of Student Success Teams identifies SST members and addresses key questions and barriers for students; Information included in each pathway: - Degree & Certificate Maps - Financial Resources - Academic and Holistic Supports - Checklist for Success - Career Outlook - Connections to Campus Life - The PSST webpages have been updated and made more student and mobile friendly based on feedback from the GP Student Ambassador team. - Measuring the Success of Phase 1 - The success of Phase 1 of SST will be measured by students and the campus community being surveyed this semester Fall 2022 and again next semester Spring 2023. - We will know that Phase 1 was a success if students know how to navigate our Academic & Career Pathways website inclusive of information about degree and certificate, career information related to programs, and academic and holistic support resources.	**Kristy Woods**

- We will further know if Phase 1 was a success if students have comprehensive Student Education Plans and persist along their pathway.
- Kristy shared a heat map of where students are clicking on our Academic & Career Pathways website, and students are clicking on our pathways quite often!

- **Phase 2: Pathway Canvas Shells**
  - Updates on Phase 2 Work & Challenges
    - Phase 2 of Student Success Teams will focus on pathway communication and SSTs, this will be implemented via Canvas courses.
    - The benefit of using Canvas courses to organize our student success teams is that we can utilize the "announcements" feature and get students the information they need regarding:
      - Key student services information
      - Key academic pathway information
      - Networking & Campus life information, organized by pathway
    - We are hoping to go live with PSST Canvas courses in Fall 2023, with draft/template courses being shared in early Spring 2023.
    - Work we are doing to prepare for this phase
      - We are taking a field trip in January to American River College to see their HomeBase for their pathways and see how they provide support to their students.
      - We are going to DVC to see how they are constructing their SSTs
    - Challenge: How to auto-populate the canvas courses with students that belong in them.
- **Phase 3 & 4: Engaging students based on disaggregated data by Pathway**
  - Share Phase 3+ Goals
    - Phases 3 and 4 of Student Success Teams will focus on enhancing equity-infused, timely supports along the student's pathway via Pathway Data and Communication. Examples of this are:
      - Student Services is sending out Welcome Letters to new students
      - Career Center is reaching out to Undecided Students
      - Counseling is reaching out to students who applied for a degree but were not eligible to support completion
    - We have the goal of starting these phases around Fall 2024
    - Student Dashboards can provide key information about our students, such as where they are in their pathway and what needs they may have.
    - Pushed Activities: welcome letter, milestone check-in based on units, certificate student check-in based on units.

Kristy Woods

	- Two-Part Data & Communication Activities - Steering Committee reviews data sets for equity analysis and planning on what is needed - PSST sends out the targeted messaging and support - Ex Message: Complete your Ed Plan and meet your counselor - Ex Message: Undecided? We are here to help you identify programs of interest - Ex Message: Apply for your degree/certificate; deadline dates; A&R contact - Ex Message: Suggestions on how to finish your credential - Dr. Foster shared that we are working on realigning the college; with this new structure we can better understand how to support our students in Phases 3 & 4. **Structure of our Pathway Student Success Teams** - Share Several Models for Shifting our Work - Model 1: Academic and Student Services Collaboration - Model 2: Capitalizes on Model 1 and adds… - Model 3: *Dreaming* Capitalizes on Model 2 and adds…even more!	**Kristy Woods**
5.	**Caring Campus Initiative Update** *For information* *None at this time*	**Jean O'Neil-Opipari**
6.	**SEA – Student Equity & Achievement Update** *For information* Shawn shared the Equity Plan Goals and Actions	**Shawn Taylor**
7.	**Student Services Guided Pathways Updates** *For information* *None at this time*	**Joel Gagnon**
8.	**Academic Services Guided Pathways Updates** *For information* *None at this time*	**Kristina Whalen**
9.	**Good of the Order** *For information* - December 16th Steering Committee – Finals Week. No meeting. - January 10th CADP Team Retreat – Pathway SST focus - January 20th Steering Committee – lots to share and gather feedback! - CoP January 27th 1:30 – 3:30pm on Zoom – critical Phase 2 work	**Kristy Woods**

Meeting adjourned at 2:56 p.m.

Next meeting: Friday, January 20, 2023 | 1:00 p.m. – 3:00 p.m.