

Guided Pathways Coordinating Committee Minutes

Date: Tuesday, February 27th, 2024

Zoom -

<https://avc.zoom.us/j/89798474663?pwd=4FY4vbandp2kqZ1isFePwTrXMVdCvn.1>

Time: 1:00pm – 2:00pm

Type of Meeting: *Regular*

Note Taker: Tamira Palmetto Despain (*Michele Schottelkorb*)

Please Review/Bring:

- [Guided Pathways Coordinating Committee Agenda \(02_27_2024\).docx](#)
- [Guided Pathways Coordinating Committee Minutes \(02_13_2024\).pdf](#)

Committee Members:

Position	Appointed by	Member Name	Contact	Attendance
Ex-officio	Superintendent/President	Jennifer Zellet	jennifer.zellet@avc.edu	
Ex-officio	VP of Academic Affairs	Kathy Bakhit	kathy.bakhit@avc.edu	
Ex-officio	VP of Student Services	Idania Padron	idania.reyes@avc.edu	
Ex-officio	Academic Senate President	Hal Huntsman	hal.huntsman@avc.edu	
Co-chair	VP of Academic Affairs or Designee	Nate Dillon	nate.dillon@avc.edu	
Co-chair	Academic Senate Classroom Faculty Designee	Aharon Groveman	aharon.groveman@avc.edu	
Co-chair	Academic Senate Counselor Faculty Designee	Tiffany Castillejo	tiffany.castillejo@avc.edu	
Member	Dean of IERP or Designee	Meeta Goel	meeta.goel@avc.edu	
Member	CMSA - Student Services	Jill Zimmerman	jill.zimmerman@avc.edu	
Member	CMSA - General	Alberto Mendoza González Larreynaga	alberto.mendezagonza@avc.edu	
Member	ASO: Student	Christine Sipin	csipin@students.avc.edu	
Member	Academic Affairs	Sam Darby (Proxy Robyn Serrano)	mayke.darby@avc.edu	
Member	AS: Non-Classroom Faculty	Audrey Moore	audrey.moore@avc.edu	
Member	AS: Classroom Faculty	Carla Corona	carla.corona@avc.edu	
Member	AS: CTE Faculty	Kent Moser	kent.moser@avc.edu	
Member	AS: Counseling Faculty	Jessica Eaton	jessica.eaton@avc.edu	
Member	AS: Adjunct Faculty	Amaka Donn	amaka.donn@avc.edu	
Member	Classified: Student Services	Michele Lathrop	michele.lathrop@avc.edu	



Items	Person	Action
I. Approval of Agenda	All	<u>Issues Discussed:</u> Approved. <u>Action Taken:</u> <u>Follow Up Items:</u>
II. Approval of Previous Minutes: 2/13/2024	All	<u>Issues Discussed:</u> Approved with notation that attendance needs to be corrected. <u>Action Taken:</u> <u>Follow Up Items:</u>
III. Opening Comments from Co-chairs.	Co-Chairs	<u>Issues Discussed:</u> No reports. <u>Action Taken:</u> <u>Follow Up Items:</u>
IV. Regional Updates	Antonio Ramirez	<u>Issues Discussed:</u> Antonio will be on campus for Dual Enrollment Campus event. Quick Inventory regarding ID.Me. <u>Action Taken:</u> <u>Follow Up Items:</u>

V. Mentor & Match Demo	Dr. Mark Robinson & Dr. Shalamon Duke	<u>Issues Discussed:</u> Demo and presentation done by Dr. Duke (see note below). <u>Action Taken:</u> <u>Follow Up Items:</u>
VI. Open Discussion	All	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
Adjourn		<u>Time:</u> 2:00pm
NEXT MEETING DATE: 03/12/2024		

- Dr. Shalamon Duke from Mentor & Match:
- Thank you for allowing me to have some of your time today and share a little info about Mentor & Match. I have about 5 slides here and feel free to ask questions.
- I am the CEO of Mentor * Match designed to allow colleges to scare their mentor programs.
- Mentors are admin, faculty, classified and a variety of backgrounds and experiences.
- Not just meeting with a mentor 60 min a week, but are the micro interactions that happen with students all the time.
- Mobile application – instant messaging/ video chat – push notifications. Connect with AVC students. Swipe for

Mentors. 3 step profile setup. Advanced search.

- Will be able to connect with other folks from other campuses if they are in the system (did I hear that right?)
- Over 90 years direct experience of working with the community college system
- Mentor & Match / AVC Proposal
 - Manage account
 - Data analytic
 - Reporting recommendations
 - 3 year contract agreement
 - Tech support
- The win win solution for Antelope valley, for the institution
 - Getting students to the finish line takes some real human interaction.
 - Way for us to engage students and for students to engage us where they are, which is their mobile device.
- Questions before demo
 - Rosalind
 - Students can communicate freely with mentors?
 - Duke
 - Yes, but no actual phone numbers are exchanged
 - Rosalind
 - Can you also speak to the safeguards and any way to deal with inappropriateness
 - Tiffany – is this one to one or one mentor with a group
 - Duke – can be both. Can connect to one mentee, can connect with more students as an individual or can be in a group like Puente.
 - Duke – last weekend had a student messaged me to meet to discuss transfer another contacted me to discuss career options. Different students have different questions at different times, and students just appreciate us being available.
- Demo:
 - Nate - ~3 years ago GPs had purchased Mentor & Match and the project stalled out and didn't get implemented. Could be used as a tool for Puente and Umoja and other ways too. This is just another tool. I see it's place as more for students who want to interact and connect with a mentor to guide them. As you'll see it has a matching algorithm – similar backgrounds or pursuits to match them. We are looking at the renewal of our contract and most of the technical hurdles have been overcome.
 - Duke – demo and examples of how other colleges are using it.
 - Shared screen
 - Mentor & Match is a mobile application. Free download for apple and android
 - The college or with our assistance can load the mentors and mentees into the system for you.
 - 1st thing when you log in – prompted to create a password (2 factor).
 - Then set up your profile – name, age, range, ethnicity, classification (mentor / mentee), etc.
 - Mentors can be outside of the institution
 - Office location, phone, short message
 - None of the fields are mandatory except name and classification.
 - Then mentors – your educational experience.
 - Major
 - Types of institutions you attended
 - All intentional questions
 - Ask a little about yourself
 - Are you a counselor or work in Financial Aid? If so, you will get students pushed to you first as a Counselor and to Aid.
 - Students
 - Ask about insecurities you may have (Basic needs)

- Students select their mentor by tapping on the picture of mentors and reading about the possible mentors.
- Review possible matches can be both mentees and mentors seeking mentors.
- You will see students first who are closely assigned with your profile – ethnicity, age, gender, when you were a student – what attributes, where you went to school and what you majored in...
- Mentees you connect with are in your page and you can look at all their profiles.
 - Majors and anticipated graduation year (how long on campus?)
 - College they are enrolled in
 - GPA
 - Can see their “about” and Basic info (programs they are involved in... etc)
- Can schedule meetings with mentees and those scheduled meetings land on your calendar. Will contact to your phone calendar.
- Also, the ability to converse with mentees: instant message, connect files (pics/ docs), video call. Can't pass emails or phone numbers (security measures).
- Report function – has referral for MH, positive affirmation, assistance with housing, and tutoring assistance. Etc.
- Magnifying glass at the top of application – can search for a specific person. Can for a specific type of mentor or a mentee – advanced search feature to do this as well.
- Can send messages to everyone in your database – individual messages.
- In Profile – we'll have another icon available for resources (national suicide hotline, etc.) housing – mental health
 - Creating college resources – can add in any type of information you may need.
 - Adding a job section
- Training modules – same for mentees and peer mentors as well.
- Advanced calendar will only show the times you indicated for scheduling
- Can do mentee referral
- Invisible status – can turn this one when you have the number of mentees you want – only your mentees can see you.
- That is mentor / match
- Some colleges use for CTE, for Umoja, for Puente. We just acquired the entire state of NV for their college promise program (~15,000 mentees). Some for RISING scholars. Sky is the limit. Here to help you make it successful.
- Tiffany – admin side – multiple administrators? For example both Umoja and Puente both want to use it – multiple administrator?
- Duke – no admin just liaisons. For example Nate is the administrator and he wants to assign to only CSU bound students or Umoja. We create sub accounts to accommodate all special programs – like Puente has a sub account and only see students in the Puente program. We can create all types of subaccounts.
- Tiffany – who would have access ... a student reports they are food or housing insecure – who can see that? One person or multiple people?
- Duke – we can set it up how you want. You'll see the insecurities on their profile.
- Tiffany – are the conversations private
- Duke- I think “yes.” And we back up our data every night.
- Tiffany – what type of data do we have access to? Can we see how many Puente students.
- Duke – you can see majors, mentors, mentees, everything we ask in the profile.
- Tiffany – when they graduate – are they in the system? Do we release them.
- Duke – that is completely up to you. Keep accounts or delete accounts.
- Rosalind- with Tiffany – sounds amazing. You said you can set up sub accounts. I have Dual Enrollment for HS students – but they can't be in the general account. Can they be in a protected space.
- Duke – yes.
- Rosalind – mentors who are agreeing to be mentors to HS students.
- Duke – yes – we can upload the mentors or you can

- You would create a profile and then upload to whatever profile they are going to be
 - They are sent an invitation email – and prompts to set up profile.
 - You select everyone for each account and sub account
 - Rosalind – we can invite outside (HS teachers) to be mentors.
 - Duke – yes. I will say that we promote employees of the institution to be mentors. Knowledge base and background checks. We also do background checks as well if you need that service.
 - Rosalind – as the director I would not be a mentor, but can I have access to all of the mentees so that I could push notifications?
 - Duke – yes, can do this as a liaison.
 - Amaka – I don't think it would be necessary to differentiate the students. Everybody, like in other schools I know, keep them together. There's going to be a supervisor who is sharing information to all students. I don't think we should separate students.
 - Nate – I see opportunity here – just because someone is in a sub account doesn't mean that we can't push notifications to ALL students in the system. Both sides
 - Tiffany -= yes they're not 18
 - Irene – how long does it take for students to set up profile
 - Duke – 5 minutes maybe 3 minutes. It's real simple
 - Nate – took me 15 min for perfect selfie
 - Jill – a little hesitant – if this relationship is going to have a significance, we would want to reduce the number of people who can peak into their conversations. Want to build trust and keep conversations between the mentor and mentee. The cool thing about his is the relationship between the mentor and mentee
 - Nate – no one on campus can see these conversations- we would have to send a request to Mentor & Match
 - Jill – If someone says I'm not doing well mentally ... Need a quick / reliable response
- Nate and Tiffany – Thank everyone for attending today and loved seeing the demo
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 - Duke – certainly an opportunity as well – We are working currently on longitudinal studies and we can explore that at AVC.