

Guided Pathways Coordinating Committee Minutes

Date: Tuesday, April 23rd, 2024

Zoom -

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

Time: 1:00pm – 2:00pm

Type of Meeting: *Regular*

Note Taker: *Michele Schottelkorb*

Please Review/Bring:

- [Guided Pathways Coordinating Committee Agenda \(04_23_2024\).docx](#)
- [Guided Pathways Coordinating Committee Minutes \(04_09_2024\).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	Present
Ex-officio	VP of Student Services	Idania Padron	idania.reyes@avc.edu	
Ex-officio	Academic Senate President	Hal Huntsman	hal.huntsman@avc.edu	Present
Co-chair	VP of Academic Affairs or Designee	Nate Dillon	nate.dillon@avc.edu	Present
Co-chair	Academic Senate Classroom Faculty Designee	Aharon Groveman	aharon.groveman@avc.edu	Present
Co-chair	Academic Senate Counselor Faculty Designee	Tiffany Castillejo	tiffany.castillejo@avc.edu	Present
Member	Dean of IERP or Designee	Meeta Goel	meeta.goel@avc.edu	
Member	CMSA - Student Services	Jill Zimmerman	jill.zimmerman@avc.edu	Present
Member	CMSA - General	Alberto Mendoza González Larreynaga	alberto.mendezagonza@avc.edu	Present
Member	ASO: Student	Christine Sipin	csipin@students.avc.edu	
Member	Academic Affairs	Sam Darby (Proxy Robyn Serrano)	mayke.darby@avc.edu	Present
Member	AS: Non-Classroom Faculty	Audrey Moore	audrey.moore@avc.edu	Present
Member	AS: Classroom Faculty	Carla Corona	carla.corona@avc.edu	Present
Member	AS: CTE Faculty	Kent Moser	kent.moser@avc.edu	Present
Member	AS: Counseling Faculty	Jessica Eaton	jessica.eaton@avc.edu	
Member	AS: Adjunct Faculty	Amaka Donn	amaka.donn@avc.edu	Present
Member	Classified: Student Services	Michele Lathrop	michele.lathrop@avc.edu	

Antonio Ramirez



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: 04/09/2024	All	<u>Issues Discussed:</u> Approved <u>Action Taken:</u> <u>Follow Up Items:</u>
III. Opening Comments from Co-chairs.	Co-Chairs	<u>Issues Discussed:</u> Thank you all, we made it through the semester. We appreciate what everyone has done! <u>Action Taken:</u> <u>Follow Up Items:</u>
IV. Regional Updates	Antonio Ramirez	<u>Issues Discussed:</u> No reports. <u>Action Taken:</u> <u>Follow Up Items:</u>

<p>V. Presenting at Opening Day 2024</p> <ul style="list-style-type: none"> a. Greater Los Angeles Office Hours Presentation (March 2024) b. Success Team Resources 	<p>Co-Chairs</p>	<p>Issues Discussed: A few weeks ago, Carla and Audrey attended Greater Los Angeles Office Hours (March 2024) where one of the leads from Allan Hancock, on how they built their teams and how they resolved their issues. Piloting one area first. Doing an opening day – do a presentation, using the presentation provided, making it our own. Getting faculty physically involved to break down the teams and get them involved. If any faculty like this idea, and can help get this created, please let Tiffany know. Liked how they paid the students (Audrey). The presentation was informative and helpful (Carla). To get in place realistically (to start in Spring 2025), we need to be in everybody’s face. Please watch the video, it is short.</p> <p>Contact co-chairs of FPD and ask for guidance on how to get into discussion for Opening Day (Kathy Osburn and Van Rider). Copy Kathy Bakhit and Patty McClure.</p> <p>Part of our plan was to have ASO rep from that area (i.e. HSS) - have students been approached? Alberto initially reached out. Students are done for the academic year.</p> <p>Action Taken:</p> <p>Follow Up Items: Carla is happy to help, Amaka is also available</p>
<p>VI. Approval for Compensation from Dr. Bakhit</p>	<p>Tiffany Castillejo</p>	<p>Issues Discussed: Dr. Bakhit has not had a chance to review, but recommendation to be successful – Clerical III, start out with hourly position – we are piloting, we don’t know how this will go. Start with 10 hours, adjust as we go and observe the patterns of work. There was a mention of someone who is interested in this work. In terms of the teams, counselors are assigned to divisions – this becomes part of their work to support their division; not seeing how this is going to be different than the work they will already be doing. In terms of the faculty position, looking at the duties – I am not imagining this being more than 4 hours a week; maybe 2 to 3 meetings a week. Puts us in the ballpark of 4 hours a week; it is not going to be an LHE/reassigned time. It will be supplementally services form; as this is a less disruptive path. Happy to listen and see where we go with this.</p> <p>All faculty have a load, non-instructional faculty have a load to meet with students.</p> <p>Dr. Bakhit – we must set this up to succeed; it will not be external in the long run; it is meant to be integrated and innovative. Maybe this is a topic that needs to be</p>

		<p>discussed with VPSS and Dean of Counseling. We need to figure out how to help our students to be successful in the long run. Comfortable with up to four hours non-instructional times 14 weeks and explore how this will work with counseling. So, we will be asking for approximately \$7K a semester (faculty/counselors) x 6 (areas of studies) x 2 semesters = nearly \$85K to pay people.</p> <p>Antonio said that funding can come from other areas, if need be. Maybe FLEX hours (but that counts adjuncts out) - Question: In a typical counseling appt, how long is the meeting? We have a load, the hours are the hours, and we are to be meeting with students during those hours. What is the focus of those meetings? It is whatever the student needs (transcripts, ed plans, etc). How do we do work related to early alert? We all have a 35-hour work week. We do not have an official early alert system, but when a student is struggling, what is the mechanism? Faculty emails counseling and asks to be squeezed in (Tamira). There is sometimes a BIT Care report, which is an opportunity for faculty to report that something is going on with the student.</p> <p>I don't have final answers – I feel comfortable with 4 hours, non-instructional rate; need to do more research with counseling aspect. Clerical support for an hourly, comfortable with. Will continue to discuss in Fall – this is where pilot comes in; I am happy with the progress we are making. I will update you on my research. Short-term hourly, you can go ahead with. There is time to still get feedback from faculty; Kathy will get back to us.</p> <p>Hourly is already in the pool; if we start them in September – notify them now. Announce now, pilot to launch in Fall. Antonio – Some colleges went the co-chair model with deans as one of the chairs in addition to the faculty member or classified with Dean as co-chairs model to help with cost.</p> <p>Action Taken:</p> <p>Follow Up Items:</p>
VII. Opinion on Job Description	Tiffany Castillejo	<p>Issues Discussed: Please give feedback</p> <p>Action Taken:</p> <p>Follow Up Items: Send to committee (Michele)</p>

<p>VIII. Feedback on Pilot</p>	<p>Co-Chairs</p>	<p>Issues Discussed: Pilot suggested is nursing; they are already doing a lot of what we are doing. We have reached out and two staff members are very interested. Need to work out the details. As a pilot program, have a faculty, counselor and hourly. Piloting in Health and Safety Sciences area (for inclusion).</p> <p>How was nursing chosen and why? Aharon shared how they collaborate and communicate – Katherine Quesada as counselor is involved. Carla – what about thinking the other end; some area that does not have the infrastructure? That might teach us more about what we need to do? That might give us feedback on what is not working. Amaka - nursing is already very busy; suggest we get our own person who can concentrate on what we are doing and is not too busy. Carla (AHUM) and the embedded lead is Reina, and this might be a possibility? Dr. Bakhit agrees; in nursing, part of their structure is to provide support to students, if we are looking to make a difference, maybe English and Math? The research shows if students make it through those areas, they are more likely to be successful and make milestones. STEM/Math and English would be great areas to explore too.</p> <p>Math is not an area of study. Cohorted area is already successful. To add on that, we were going to start with the pre-reqs, and help those who did not succeed getting into nursing and to help them be more successful on their pathway to nursing.</p> <p>We need to really think about what we are trying to accomplish as a pilot? What about LACA? Brings in English. We need someone who is willing and committed to this work (i.e. Carla).</p> <p>Question: To clarify, are we piloting one area? For Fall, just one.</p> <p>We need some buy-in. Maybe we can pilot two? Who will reach out to English faculty? There are several good folks we can talk to!</p> <p>Action Taken:</p> <p>Follow Up Items: Maybe consider switching to AHUM; as well as LACA – Alberto and Carla to reach out to LACA folks.</p>
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IX. Thoughts on Mentor Collective	All	<p><u>Issues Discussed:</u> Amaka – thought it was great! We are going to try and schedule him. Committee met and asks: What the cost is and what are the ADA specs for us to share with our IT department. Average unduplicated numbers are about 12K.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
X. Open Discussion	All	<p><u>Issues Discussed:</u> Nate- Thank you all for all of your hard work this semester!</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
Adjourn		<u>Time:</u> 2:00pm
NEXT MEETING DATE: 08/27/2024		