



**PIT Crew Notes**

**Friday, January 17, 2020**

**8:15 am – 9:45 am**

**Morris Conference A**

Name	Present	Absent
Alicia Arceo	√	
Ashley Griffith		√
Curtis Martin	√	
Enrike Trujillo	√	
Flerida Arias		√
Hans Hauselmann	√	
Hector Duarte		√
James Houpis		√
Jenni Abbott		√
Jennifer Zellet	√	
Kayla Ramirez		√
Laura Maki	√	
Liz Camboia	√	
Manny Walsh, recorder	√	
Megan Lee		√
Nancy Carranza	√	
Patrick Bettencourt	√	
Rob Stevenson	√	
Santiago Uvina	√	
Sarah Schrader		√
Shelley Circle	√	
Tina Giron	√	
<b>GUESTS</b>		
Rosie Zepeda		
Julie Hughes		
Joshua Sigman		
Dejeune Shelton		

**1. Welcome and Check In**

Welcomes and a round of introductions were made.

**2. Post Institute Day Wrap Up**

The video recapping MJC's Guided Pathways progress shown during Institute Week was discussed as well as the day's content. Jennifer suggested to plan ahead and have someone work with the Professional Development Coordinating Committee for the next Institute Day. A suggestion was made to have faculty discuss it during the retreat in May as well.

**3. Logo Contest**

Focus group input and conversations on design need to be had prior to introducing the contest. Rosie stated that the college needs to have umbrella branding. All members involved in the creation of pathways graphics will meet with Rosie to discuss their history. Alicia stated that the next New Student Day is scheduled for April 4<sup>th</sup> and it would be good to have the graphic available for a soft launch.

**4. The Design Phase – Spring 2020**

Members decided to create a focus group consisting of members of the PIT Crew and the marketing group for the design phase. Nancy, Rob, Tina, Joshua, Hans, Rosie, Enrike, and Dejeune volunteered to be a part of the group. The date for the first meeting will be determined later this week.

**5. Paving the Path Session for Spring**

Rob and Manny will come up with the dates for the sessions and bring back to the PIT Crew. The first session will focus primarily on the program profiles and careers. A discussion ensued on when to rollout to the deans. Jennifer stated that Maryanne and Patrick are working together to create a roadmap with the general education courses.

Rosie informed the team of a free instant messaging tool, Slack, which allows for 10,000 messages and is easier to use than Teams. She believes it to be the best platform to use. Joshua stated that it integrates with Google Docs, but that he will need to check to see if it integrates with Canvas. Rosie and Rob will schedule a time to meet and further discuss.

**6. Final Portion of the Scale of Adoption Assessment (SOAA)**

A student services team worked on the student engagement portion of the SOAA and the PIT Crew vetted its content. The SOAA is due in the Chancellor's Office on March 1, 2020 and needs to go through the governance process prior to its submission. Nancy was asked if the student senators had discussed the assessment. She replied that conversations are occurring within their subgroups. The updated document will be forwarded to PIT Crew members after the meeting for additional review.

**7. Check-Out**

The meeting ended at 9:55 am.

Next meeting: February 7, 2020 – Morris A – 8:15 am to 9:45 am