



PIT Crew Minutes

Friday, February 22, 2019

8:15 – 9:45 am

Morris Conference A

Name	Present
Jennifer Zellet	
Steve Collins	
Al Alt	
Flerida Arias	X
Curtis Martin	X
Rob Stevenson	
Alicia Arceo	X
Ashley Griffith	X
Hans Hauselmann	X
Jenni Abbott	X
Kayla Ramirez	
Laura Maki	
Letitia Senechal	
Manny Walsh, recorder	X
Megan Lee	
Nancy Carranza	
Patrick Bettencourt	
Santiago Uvina	X
Shelley Circle	
Tiffnie-Ann Versola	X
Tina Giron	X

1. Welcome and Check In

Meeting started at 8:21 am. Three data documents from the Institute Day activity were distributed. The first was raw data, the second an institutional view, and the last a synthesis of the data. Jenni Abbott would like all three made available to the campus community in hopes of gathering only a handful of ideas to use. A discussion ensued on student focus groups, having student ambassadors recruit at high schools, and sending out a survey.

2. Guided Pathways Institute 5 Homework

Tina Giron reported that participants in the last institute received the homework via email. The homework is due on February 28, 2019.

3. Leading from the Middle (LFM)

Curtis Martin reported the most recent academy focused on the topic of onboarding. Margaret Kingori and Hans Hauselmann represented First Time in College (FTIC). Hans shared a map of the MJC onboarding process. Members suggested obtaining a copy of Patrick Bettencourt's Lifestyle of a Student to compare with. Curtis suggested possibly adding a guidance class "Introduction to your school of..." They will need to come up with an additional project for the next academy in May. Continued discussion tabled for next meeting.

Action Item: Tiffnie to send out what we are missing in the map to the group.

Action Item: Manny to add "LFM" as a standing agenda item (5mins).

Action Item: Hans will send out the mapping diagrams.

4. Review Timeline for Guided Pathways

Hans showed a timeline for program mapping. Discipline experts will create course trading cards, which will be completed and printed by April 20, 2019. The information is being supplied to the divisions by Tina.

5. Possible Discipline Expert Training between May 8th – May 14th

The exact dates, participants, and venue are still being determined. The Asilomar Conference Grounds may be reserved as a possible venue. Tina sent an email today to some of the deans, and has already visited some of the divisions, explaining the meaning of the program paths. Discussion tabled for next scheduled meeting.

Action Item: Manny to add "Discipline Expert Training Retreat" to the next agenda.

6. Power Point for Division Meetings

Tina shared the instructional PowerPoint presentation they will be showing at division meetings. The seven steps faculty and discipline experts will follow are:

- Careers (staff will be involved obtaining the salary information)
- Competencies
- Transfer Institutions (by program/school of)
- General Education Classes

- ILO, GELO, PLO (Florida suggested using the trading cards to align with)
- Build a Sequence
- Submit Program Materials and Sequence of Program Map

They will then answer a survey written by Tina and Jenni. The program maps and materials are due August 1, 2019. The team will next submit to the instructional designers of the catalog and outreach team. Posters containing the school/program information will be printed and posted around campus. Discussion continued on how easily students should be able to choose a school and drill deeper into a specific certificate or degree when choosing their major online.

Action Item: Tina Giron to send Bryan Marks her school poster information and cc Florida.

7. Google Docs Form for Collection of Information

A Goggle Docs survey will be available for faculty and discipline experts to complete. Jenni's staff will put the results into one document.

8. Bakersfield Program Mapper

Tina is waiting for a response from Jennifer Zellet.

9. Check Out

Tina reported that she asked counselors who participated in the previous phases if they would like to continue. All but two counselors said they would. Tina asked Ashley Griffith if she would recruit a counselor from Behavioral and Social Sciences to work as a facilitator during the May retreat. Half of the previous faculty members agreed to continue, at least one from every faculty discipline area. Some have decided to wait until the recently negotiated salary miscalculation is remedied.

Hans introduced himself as the new communications coordinator for Guided Pathways. He would like to ask the group at the end of every meeting what they would like communicated out to the institution.

Action Item: Hans to post Spring 2019 Institute Day Most Frequent Suggestions sheet from Jenni to the website.

Action Item: Manny to add "Information to Communicate to the Campus" as a standing agenda item.

Meeting ended at 9:45 am.

Next meeting: March 15, 2019 ~ 8:15 am – 9:45 am ~ Morris Memorial A