

Staying on the Path

Meeting Notes

May 8, 2018

Attendance: Teresa Aldredge, Dana Wassmer, Eva Rhodes, Paolo Soriano, Lisa-Marie Mederos, Yolanda Garcia Gomez, Shihni Giedd, Shelly Charron, Alex Casareno

Note Taker: Dana Wassmer

Item	Discussion/Action Plan	Who's Responsible	Deadline
Early Alert-IT Report	<ul style="list-style-type: none"> • There is no perfect IT option that will allow us to do what we want for Staying (early alert, tracking, communicating, etc.). • Our current IT (SARS, Canvas, Google doc/form) do not communicate with each other and requires many steps by the faculty to complete. • SARS is offering a training session for us. • SARS can identify a counselor for a student but this needs to be manually done. • We need to know how much of the information that is kept can be carried over or shared should a student change their major. • The District may be looking into other components to add to PeopleSoft that may be useful for us. <ul style="list-style-type: none"> ○ Alex will contact Melanie Dixon to get more information. • Discussion notes from the Early Alert-IT meeting are available on the GP website. • We will continue to investigate what IT is available (and useful) to Staying on the Path. 	Alex	Fall 2018
INDIS 313	<ul style="list-style-type: none"> • A “task force” group will be convened in August. • Alex will send a meeting invitation to include: <ul style="list-style-type: none"> ○ Teresa ○ Lisa-Marie ○ Rick Schubert ○ Tadael ○ Andi Adkins Pogue ○ Juana Esty ○ (Dean of INDIS –Alex) • Let Alex know who else should be at this meeting. 	Alex	Fall '18

Program Maps/ CACs	<ul style="list-style-type: none"> • Program mapping (course sequencing) work will continue throughout the summer. • The concepts of Program Maps will be shared with the Curriculum Committee in the fall. 	Dana & Ray	Summer '18
Summer Tasks	<ul style="list-style-type: none"> • Determine how students are connected to counselors and student services. • Answer what it means to keep students on the path. • Analyze the data on how many students are currently using various student services (e.g., tutoring, labs, etc.) • Identify the Student Success Team (this may include members of Entering the Path, especially as it relates to matriculation). • What is the role of Staying/Student Success Team with FYE? <ul style="list-style-type: none"> ○ Schedule a meeting with Tadael, Teresa, & Dana • Identify who the new students are (who have matriculated) – Teresa will contact Research Office. • Finalize the case management approach • Prepare draft comprehensive plans for program maps that have already been completed. • Determine/Assess/Develop/Implement if an early alert system can be set up for use by faculty in the fall (trail run) 	Teresa Alex, Teresa Teresa Tadael, Teresa, Dana Teresa	Summer '18 Done
Additional Tasks or Tasks Still to be Completed			
Inventory of all the students services	<ul style="list-style-type: none"> • List and identify the functions of all the student services CRC currently offers 	Oscar	Spring Semester
Faculty Mentor/ Advisor	<ul style="list-style-type: none"> • Creation of a Faculty Referral List • Review the faculty advisor program at Riverside Comm College. 	Teresa & Michael	Spring Semester
Case Management	<ul style="list-style-type: none"> • Teresa will research the case management approach. Counseling has a 2 hour meeting scheduled on April 19th to discuss a case management model. • To implement case management approach, it may require additional resources. 	Teresa	Spring Semester
Subgroup Assignment	<ul style="list-style-type: none"> • For 30-45 units • For 45+ 	Teresa	Spring Semester
Academic Pre-	<ul style="list-style-type: none"> • Criteria • Alerts 	All	Spring Semester

Probation	<ul style="list-style-type: none"> • Support services • Is it possible to do a first run? 		
Piloting prototypes—ideas	<ul style="list-style-type: none"> • 4 groups (10 faculty/group) <ul style="list-style-type: none"> ○ Group 1 will use the Google Form ○ Group 2 will use the “Mid-Term Grade” in the online grading system ○ Group 3 will use the attendance tool in Canvas • Group 4 will use devices (e.g., Canvas app for attendance). 	Workgroup to finalize	Spring Semester
Staying merge with Participatory Governance	<ul style="list-style-type: none"> • Formally assign our group to the Participatory Governance process (Student Services)—see Steering Committee Meeting Notes of 4-30-18. <ul style="list-style-type: none"> ○ Have issues heard and approved by committees that are governed by Academic Senate and other appropriate entities. 	Workgroup leads	Fall 2018

Next meeting:

Fall 2018, please check your email.