Attendees: Dr. Brian Lofman, Dr. Hetty Yelland, [See Sign-in sheet]

1. Opening Comments – Dr. Hetty Yelland
   - Attendees were asked to introduce themselves as we went around the table.
   - Assembly meetings will maintain the same schedule for the remainder of the semester and are looking to team leads and co-leads to attend each meeting. We may look at alternate days/times for the second semester, however, that is yet to be determined.
   - To facilitate dialog about any issues and to reinforce that Assembly meetings are a place where people can speak their minds in a safe environment, index cards will be available next to sign-in sheet so those in attendance can ask questions anonymously if they choose.

2. College Re-Design Recap – Dr. Hetty Yelland
   - The Steering Committee requested a brief recap be given at beginning of each meeting to give all in attendance an update on activities to ensure everyone understands what Guided Pathways is all about.
   - Updates:
     - The Chancellor’s Office encourages all college’s to become more user friendly
     - H2.0 College Re-Design web pages are where to find information about organizational structure, teams, student progression model, meeting, agenda, and contact information. A Resources web page will have information added as articles are contributed.
     - Upcoming event: Operational Planning Retreat on Nov. 2, 2018. Google invites to out this week. Faculty, staff and students are encouraged to attend.

3. Good News! Flex Time Approved – Dr. Hetty Yelland
   - Flex Time has been awarded for faculty to attend Assembly Meetings.
   - 1.5 hours approved – please sign-in at the meetings in order to get the credit
   - For offsite faculty and staff they may participate via Zoom.

4. Report Out On San Jose Guided Pathways Workshop – Dr. Hetty Yelland
   - In attendance at the workshop: Dr. Romero Jalomo, Mary Dominguez, Dr. Sonja Lolland, Dr. Hetty Yelland, Belen Gonzales, Cynthia Ainsworth, Nonita Fortman
   - Team Action Plan:
     - Improved communication across the campus
       - the Facilitation team is currently working on that issue
     - Increase staff and student participation in Guided Pathways
       - we are currently working on creating incentives to encourage participation
     - More professional development around Guided Pathways in particular
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- Looking at bringing in speakers, specifically for the Student Success Conference
- To-date we have sent over 25 staff and faculty to Guided Pathways workshops
- Lisa Storm attended an Academic Senate Workshop about Guided Pathways
- Cabrillo College hosting a workshop/webinar on 10/18/18. If interested in participating, please contact Dr. Hetty Yelland. Information posted to College Re-Design Events page.

5. Student & Staff Participation Incentives
   - Working with ASHC to find students who may be interested in participating on teams. Student participants would be paid for time spent in focus groups and for 1:1 more intensive interviews. Teams ready to have focus groups are to contact Dr. Yelland.
   - It was suggested to advertise to all students in an effort to be inclusive. Dr. Yelland will meet with ASHC to get their input as to the best way to spread word to students.
   - Looking at a possible internship opportunity.
   - Currently developing job description for one part-time faculty College Re-Design team member position for each of the five inquiry and design teams to work directly with the team leads, co-leads and other members.
   - Hartnell President to send email to staff co-leads and staff team member’s supervisors to encourage their participation and to work with them with regard to their workloads.

6. Team Report Outs
   - Pre-enroll Students: Team lead Cesar Velasquez reported that after reviewing the strategy and priority list, the team has narrowed on key areas:
     - the ways we partner with the community, developing a survey to evaluate those partnerships
     - dual enrollment a priority, what needs to be addressed
     - trying to gage if the team is moving too fast/slow, interested in learning where other teams are
     - a lot of different groups on campus doing pre-enrollment outreach – which are getting more/less attention, where do we want to focus
     - how standardize information and avoid duplication of efforts
     - mass registration works, captures those who are undecided
     - Panther Prep – increase communication after enrollment
   - Entering Students: Team lead Shannon Bliss reported the team has had two meeting so far and are not fully stable at this point, different members attending different meetings.
     - Looking to build sub teams to on large projects
     - Listened to staff from STEM and MESA and how they work with their students which was helpful. They have nice models of how they connect with students,
College Re-Design Guided Pathways
Assembly Meeting Notes
October 8, 2018 1-2:30 p.m. in A116
ALL STUDENTS, STAFF, FACULTY, AND ADMINISTRATORS INVITED

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- Focusing on first year experience so the student feels a connection with college and encourages them to continue
  - Consider having students take the Counseling 1 classes, which are tricky with meta-majors, we need something more specific
  - The more students can meet with counselors that know about their major the better

- Continuing Students: Team lead Joy Cowden reported the team is digging into what continuing students are.
  - Looking at data, are we serving them well
  - Team having good conversations, coming up with 3 strategies, hopefully before Nov. 2
  - Putting list of resources available for continuing students, unlike other students continuing students do not have much legislation going for them
  - Need to look the potential things that make students leave, looking at 2nd year students, is there a point where they drop off?
  - Discussion have been very broad/big, need to find something we can do in the near future
  - Looking at opportunities to leverage current funds, use resources more effectively
  - Still waiting for Ed Planner to go live, software for students would be helpful
  - We need to understand continuing students’ needs, not take for granted they will continue to completion
  - How do we get different resources to faculty?

- Completing Students: They are at the Alisal campus and we will reach out about joining meetings via Zoom.

- Facilitation Team: Faculty Co-lead Marnie Glazier reported the team has had good discussion centered on understanding what the Facilitation Team is supposed to do.
  - It’s not cut and dry
  - How can they help College Re-Design be successful?
  - How to get more people involved in College Re-Design?
  - Issues with scheduling – meeting moved at the last minute, not everyone can attend
  - Concerns that schedules are planned around administrators, perpetuates the difficulty of getting people onboard
  - Facilitation team primarily represented by finance and business office, need more voices
  - Look at other day of the week which work better, e.g. Fridays. Friday works for English department but not for STEM.

7. Program Related College Re-Design Issues
   - All listed are inter-related
     - Meta-majors
     - PPAs
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- SLOs/PPOs
- Curriculum
- Program Mapping

- We need to coordinate and consider what work is being done. Because the work has ripple effects and, as we don't want to have to re-do work later if avoidable, it's critically important that these individual projects and tasks are not siloed, and that work is not initiated without consultation within and across teams on these interrelated sets of projects/tasks. Although there is no one best sequence in undertaking these projects, there are various sequences that would be ineffective and inefficient.