

Staying on the Path

Meeting Notes

May 1, 2018

Attendance: Teresa Aldredge, Dana Wassmer, Eva Rhodes, Tadael Emiru, Paolo Soriano, Lisa-Marie Mederos, Yolanda Garcia Gomez, Irma Lopez-Alvarez, Oscar Mendoza Plascencia, Shelly Charron, Shannon Cooper, Colette Harris-Mathews

Note Taker: Dana Wassmer

Item	Discussion/Action Plan	Who's Responsible	Deadline
Early Alert	<ul style="list-style-type: none">• A meeting is scheduled to discuss how we can implement Early Alert with resources we currently have on May 2.• More to report at next meeting.	Teresa, Dana, Alex	Next Meeting
INDIS 313	<ul style="list-style-type: none">• A "task force" group will be convened to determine the steps to make INDIS 313 a standard course for each MM.	Alex	Fall '18
Pre-Probation Sub-committee	<ul style="list-style-type: none">• Identify a timeline for the interventions that need to take place. (When)• Identify the "Who" (will make the contact/intervention), "What" (will be done for the students).• Identify the goals of the intervention/contact.<ul style="list-style-type: none">○ E.g., initial phone contact with referral and/or an appointment to service(s) needed.• Identify the role of the peer mentors (if there is a role for them here).• Can LD pre-screen?	Oscar, Lisa-Marie, Yolanda G-G	Summer '18
SARS	<ul style="list-style-type: none">• How can we utilize SARS for alert?• It is a software program that users need to be trained to use.• It requires a separate sign-in• Shelly will investigate the efficacy of using SARS as an early alert tool	Shelly	Summer '18
Program Maps/ CACs	<ul style="list-style-type: none">• What defines a program? (Please see Steering Committee meeting notes of 4-30-18)• Should there be a built-in incentive for faculty to complete their program maps?• Are ADTs already program maps? (no)• Dana & Ray will provide update on their mapping	Dana & Ray	Next meeting

	work.		
Charges to Staying Workgroup by the end of Fall 2018 from President Bush	<ul style="list-style-type: none"> Case Management – Provide case management for all 1st time college students (~1500 students). <ul style="list-style-type: none"> FYE is a summer experience program that provides case management to approximately 150-200 full-time students and taking English and Math. An additional 800 students may be eligible for incentives if they are taking 12 units including English OR Math course. Comprehensive Ed Plan for all new 1st time college student during their first semester or by the end of 15 units. <ul style="list-style-type: none"> To develop comprehensive Ed Plan requires the completion of the program maps to form “Genuine SEP”. Currently counselors can only provide best guess as to when courses will be offered. Current SEP system does not allow for a “prepopulated” SEP and requires counselors to input each course. This is very time consuming. Each new 1st time college student will be assigned a counselor. <ul style="list-style-type: none"> What technology do we have to allow to accomplish this? SARS – Shelly & Eva will investigate CANVAS – Paolo will investigate PeopleSoft & Online Grade System - ?? What services/experiences should these 1st time college student receive? When? <ul style="list-style-type: none"> 0-15 unit service map subgroup will look into this (Oscar, Lisa-Marie, Yolanda G-G) What capacity do we have to deliver these services? Is it possible to create a drop down menu of services to triage this population (to direct them to the appropriate services)? 	All	Fall ‘18
Additional Tasks or Tasks Still to be Completed			
Inventory of all the students	<ul style="list-style-type: none"> List and identify the functions of all the student services CRC currently offers 	Oscar	Spring Semester

services			
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- Probation	<ul style="list-style-type: none"> • Criteria • Alerts • Support services • Is it possible to do a first run? 	All	Spring Semester
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

Next meeting:

Last Meeting for Spring 2018: May 8, 2018 in the Counseling Conference Room, Library Building, 3:00 p.m. – 4:00 p.m.

Also available for Zoom Meeting:

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/200980175>

Or by iPhone one-tap or by landline phone: US: +1-669-900-6833 (meeting ID: 200980175#) or +1-646-876-9923 (meeting ID: 200980175#)