

Operational Committee or Advisory Group Recommendation to College Planning Committee
Committee/Advisory Group Recommendation

At the September 25, 2020 meeting of the Ventura College Guided Pathways Stewards' Committee, the committee/advisory group approved a motion to recommend the following to the College Planning Committee (CPC):

Career and Major Communities (CMC—aka meta-majors) discipline groupings. The committee confirmed our six groupings: Arts, Language & Communication; Business; Exploratory; Health & Wellness; Society & Education; and Technology & Science

Process Requirements

All boxes below must be checked.

- Recommendation was approved as an action item by a majority of voting members in the committee/advisory group (with quorum, as appropriate)
- Minutes documenting the recommendation vote are attached
- Recommendation aligns with the charge of the recommending committee/advisory group

Please Explain: The GP Stewards' Committee is charged with implementing the guided pathways framework at Ventura College. Determining "pathways" (aka "metamajors" or CMC's—career and major communities) is essential to GP. Here is a link to our charge:

<https://www.venturacollege.edu/committees/guided-pathways/guided-pathways-committee>

<i>Lynn Wright</i>	11/16/20
_____ Committee Tri-Chair Signature	_____ Date
<i>Corey James Wendt</i>	11/17/20
_____ Committee Tri-Chair Signature	_____ Date
<i>Sebastian Szczepiot</i>	11/17/2020
_____ Committee Tri-Chair Signature	_____ Date

CPC Review

CPC Recommendation

Support as written =
Support with considerations =
Concerns with process =

CPC Considerations and/or Concerns

Does this recommendation align with VC's Educational Master Plan? If yes, which Goal(s)/Objective(s)?
Have all relevant processes and procedures been followed?

Additional CPC comments and considerations for College President.

Ventura College Career and Major Communities 2020-2021

Arts Language & Communication	Business	Technology & Science	Society & Education
Art History	Accounting	Agriculture Business	Administration of Justice/Criminal justice
Ceramics	Bookkeeping	Agriculture Plant Science	Anthropology*
Fine Art	Business Administration	Anthropology*	Bilingual/Cross-Cultural Studies
Music	Business Management	Astronomy	Chicana/o Studies
Photography	Communication Studies*	Biology/Biological Sciences	History
Studio Arts	Economics*	Physical Science: Engineering Technology	Global and International Studies
Spanish	Supervision	Engineering	Economics*
Theatre Arts	Medical Assistant - Administrative	Geography	Human Services (Social Work)*
English	Social Media Marketing	Geology	Philosophy
Communication Studies*			
Health & Wellness	Exploratory	Mathematics	Political Science
General Studies: Holistic Studies	General Studies: Arts & Humanities	Architectural (Design/Science/Technology)	Psychology
Public Health Science	General Studies: Natural Sciences or Mathematics	Automotive Technology	Sociology
Human Services (Social Work)*	General Studies: Social & Behavioral Sciences	Construction Technology: Building Inspection; Construction Management	Child Development/Early Childhood Education
Kinesiology	CSU General Education	Diesel Mechanics: Diesel Engine Repair; Medium & Heavy Duty Vehicle Repair	Elementary Teacher Education
Nursing	IGETC	Drafting: Drafting Technology; Industrial Design/Manufacturing	Child Development: Associate Teacher
Nutrition and Dietetics		Manufacturing Technology	General Studies: Liberal Studies
Pre-Allied Health		Veterinarian Assistant; Veterinarian Technician	
Medical Assistant – Multi-skilled		Water Science: Wastewater; Water	Police Science: Basic Law Enforcement Academy
Public Health Science		Welding Technology	
Emergency Medical Services: Paramedic Studies			

Guide Pathways Steering (GPS) Team
9/25/2020, 10:00 to 12:00 am
ConferZOOM

Committee Members

Constituency	Representative	Constituency	Representative	Constituency	Representative	Constituency	Representative
ASVC President	Carlo Plascencia? Working Student Connect	Administration	Lynn Wright	Classified	Sebastian Szczebiot	Faculty	Dan Clark
Student	Venisa Rodriguez	Administration	Lisa Putnam	Classified	Krishna Juarez- Absent	Faculty	Corey Wendt
Student	Colin Braza	Administration	Debbie Newcomb- Absent	Classified	Alma Rodriguez	Faculty	Gigi Fiumerodo
Student	VACANT	Administration	Jennifer Kalfsbeek-Goetz	Classified	Sarah Mossembekker- Absent	Faculty	Erin Brocker
Student	VACANT	Administration	Damien Peña	Classified	Tatiana Lawler	Faculty	Peter Sezzi
Student	VACANT			Classified	Nan Duangpun	Faculty	Rachel Johnson
Student	VACANT			Classified	Libby Fatta	Faculty	Cynthia Wetzel- ab
Student	VACANT			Classified	Sharon Oxford	Faculty	Jimmy Walker
Student	VACANT			Classified	Placement Project Specialist?	Faculty	VACANT

(CCCCO Regional Coordinators: [Boglarka Kiss](#) and [Bernard Gibson](#))

Phillip Brigs;; Felicia Duenas; Bernard Gibson; Boglarka Kiss; Angela Duran (student steward); Humberto Jiminez (student steward); Anel Duran (GP intern);

Agenda Item	Discussion Notes	Action
1. Resources	<ul style="list-style-type: none"> a. <u>Guided Pathway Electronic Toolkit</u> b. Academic Senate for California Community College (ASCCC) <ul style="list-style-type: none"> i. <u>ASCCC Guided Pathway Resources</u> ii. <u>Empowering Students to Select their Pathway</u> c. <u>Guided Pathways VC Web page</u> 	
2. Public Comments – 3 mins	<ul style="list-style-type: none"> a. Happy belated Birthday, Corey! 	
3. Development Opportunities – 2 mins	<ul style="list-style-type: none"> a. Upcoming Events: http://bit.ly/gpcentralcoastevents - skipped b. <u>Pathways to Equity Virtual Conference</u> Sept. 29 – 30 SIGN UP NOW! Registration is closed. Bernard and team would like to hear from Ventura – would like to have a couple of folks speak. Tuesday session is the session for all regions to network. If interested, talk to Lynn to work things out with Bernard and Boglarka. <i>Disclaimer: *Technical difficulties (my computer shut off at 6 minutes into the meeting) Missed 3 minutes of meeting.</i> c. Vision for Success Summit – Postponed Nov. 9 - 10 d. Other: <ul style="list-style-type: none"> i. “CanvasCon” Oct. 15 https://www.instructure.com/canvas/events/canvascon 	Lynn will follow up with Bernard if someone is interested.
4. Student Representation	<ul style="list-style-type: none"> a. Introductions All in meeting introduced themselves. Alternate student rep proposal – non voting 	Anel: Put identity/branding into all CMCs. Push branding forward

	<p>b. Student Intern – Anel Duran Introduction Help with other students and coordinate and push forward on the decisions.</p> <p>i. Scope of work: CMC Branding Vision for Student Intern, Anel. Anel has areas of expertise in branding and marketing. She will help with branding the 6 CMCs we solidified end of Spring 20 semester. Anel will be able to work with other students and coordinate this. As a committee, what direction we should we take in branding CMCs? Students should take the lead in regards to what makes sense to them visually and all else.</p>	<p>and make sure committee follows a process for decision.</p>
<p>5. Proposal to CPC</p>	<p>a. Forward CMC proposal/recommendation to CPC</p> <p><i>The CMCs (Career and Major Communities) were approved by the committee in May 2020. Major and minor proposals need to be written as a recommendation to the CPC. This is something we did not get to last academic year.</i></p> <p><i>The CPC form/idea is to forward recommendations that would impact policy or process on the campus. Developing Career and Major Communities would be a major process/change to the campus. Phil recommends the college to recommend through the governance process.</i></p> <p><i>Peter suggested if CPC can provide a threshold checklist for process approval. What things need to go through this process and what things don't? When things have to go through the process?</i></p> <p><i>Corey 2^{nds} Peter's comments. Need more clarity from CPC what we need to submit would be nice.</i></p> <p><i>Sebastian stated this has gone through Academic and Classified Senate... suggested to be more keen on the details when we are having conversations with the committees. Also, suggested for him, Phil and Dan to have a conversation about whether or not we want to bring this up to CPC to setup threshold.</i></p> <p><i>Suggested to move forward with the recommendation on the CMCs. for CPC. Do we want to continue with making a recommendations or wait for CPC on threshold?</i></p>	<p>Forward the proposal to CPC to follow governance structure.</p> <p>Peter will submit a recommendation to those who serve on CPC to provide some kind of threshold checklist (for every committee to know if something needs to go to CPC for process approval or not)</p>

Rachel Johnson moves to have the committee formally vote on CMCs so that a proposal/ recommendation can be forwarded to CPC. Peter Sezzi seconds.

Motion passed.

Total Voting Members at today's meeting: 25

Total Hands Raised on Yes: 25 No: -0

Approved by unanimous vote

The form will be filled out and signed by committee co-chairs and will be passed on to CPC and for CPC to have a discussion (dully noted on Peter's comments and Corey's 2nd regarding threshold and some guidance for the recommendation.

Students were asked to discuss CMCs.

Computer Science and Student GP Steward asked where does her major (Computer Science) major fit in the CMC table?

Corey suggested all GP stewards look at website in the next couple of weeks to make sure we are not missing anything and for functionality. We have to voice any issues as a committee if something is not functional. Let Lynn, Seb or Corey know.

Peter suggested to run a report that will give us tracking to the clicks on CMCs.

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Music	Business Management	Astronomy	Chicana/o Studies
Photography	Communication Studies*	Biology/Biological Sciences	History
Studio Arts	Economics*	Physical Science: Engineering Technology	Global and International Studies
Theatre Arts	Supervision	Engineering	Economics*
English	Medical Assistant - Administrative	Geography	Human Services (Social Work)*
Communication Studies*	Social Media Marketing	Geology	Philosophy
Health & Wellness	Exploratory	Mathematics	Political Science

i. Provide supporting data/student surveys/minutes

6. Virtual Retreat

a. Retreat

i. Dates/Times/Agenda

On SharePoint and available to campus.

1. Link for raffle: <https://wheelofnames.com/>
2. New! Anel has created individual flyers for the 6 CMCs. Linked to all calendar invites.
3. Links to Surveys

Society & Education Career & Major Community
Business Career & Major Community

Arts, Language & Communications Career & Major Community:
https://ventura.co1.qualtrics.com/jfe/form/SV_1QVNmQSskPHaZ49

Exploratory/Undecided Career & Major Community
https://ventura.co1.qualtrics.com/jfe/form/SV_1RZHkFfbkVTsgw5

Health & Wellness Career & Major Community

Prizes: The planning committee can work with the facilitators in regards to distributing prizes.

https://ventura.co1.qualtrics.com/jfe/form/SV_1X0r5J5DyCwZ06F

Tech & Science Career & Major Community

https://ventura.co1.qualtrics.com/jfe/form/SV_3emRPoXTq29o2yx

Race, Equity & Action Taskforce Student Panel

https://ventura.co1.qualtrics.com/jfe/form/SV_37ynkwUedZw5Dk9

One Book, One Campus

https://ventura.co1.qualtrics.com/jfe/form/SV_bHm2QoAxYS1eltX

b. Steward Commitments

Six (6) GP Retreat CMCs: Arts Language & Comm; Business; Tech & Science; Society & Ed; Health & Wellness; Exploratory

Kick-Off Day/Student Panel: Student Panel to discuss their experience at VC. Gigi & Libby have been working on student participation. Students will be prepared. A series of questions were provided for the students. \$25 Amazon or \$25 Target gift card for participating! This one ready to go 😊

Society & Ed: Facilitators: Gigi; Rachel; Tatiana and Lisa. There's an updated list. Will have about 1.5 hours to come together as a CMC. There will be time for Small Groups Discussions with questions focusing on areas of strength, growth and areas where support is needed. Questions for Faculty, Staff or Administration. After small group - come back as a large group and share out what each group talked about. A note taker will compile notes from each group discussion. Plan is to send these notes out across campus for those who were not able to attend.

End of CMC: small call of action "What Am I going to leave today changing? Tomorrow? In my practice"

Followed by CMC survey evaluation link and raffle. Logistics of raffle is still to be figured out.

Name Generator Link for raffle is set: <https://wheelofnames.com/>

Need 2 Facilitators For Raffle: 1 facilitator to facilitate raffle, 1 facilitator to type the names for the raffle.

Prizes: There's a flyer with prizes. Monitors: 2 available (\$200 each)
8 SSD, 8 Ring Lights, 8 Headsets; 8 USB Flash Drives; 8 Power Banks and 8 USB Hubs. Enough to give out 1 at each event (except for monitors- only two available) Gift Card also available for the students.

Gigi and Rachel can schedule time with GP Retreat facilitators who need support.

Business: Same as above. Facilitators: Debbie put together a list of people.

Arts, Language & Comm: Same as above. Facilitators: Eric and Peter on the list.

Exploratory: Same as above. Facilitators: Corey, Seb and Krishna

Health & Wellness: Same as above. Cynthia R. and Jimmy?

Tech and Science: Same as above. + Facilitators are Erin and Krishna. Do we have a replacement for Donna? Unknown. Dan can do that day.

Race, Equity & Action Day:

Student Panel on Race, Equity and Action. Facilitators: There are faculty leaders. Jennifer K-G to ask the questions. This panels connects with the Campus theme: One Book, Once Campus. Libby will work with the ASVC Director of Equity and Inclusion, Lisa Marie, MECHA and more.

One Book, One Campus:

How to Be an Antiracist by Ibram X. Kendi. Facilitators: Peter Sezzi, David Carlander, Eric Martinsen? And who else? There's another list with more names on it.*

Gigi and Rachel will sidebar and finish details re: facilitators in addition to meeting with them. Meetings to be arranged.

c. Incentives and Expenses

	<p>“It’s Prize Time!” Flyer. \$2,000-\$2,500.</p> <p>Nan suggested for facilitators to come up with one question for grand prize (monitors). Are we establishing goals? Learning about CMCs the answer can pertain to CMC.</p> <p>d. Other</p> <p>CMC Power Point Presentations for each CMC</p> <p>Outcomes for Today (PowerPoint screen shared by Rachel)</p>	
<p>7. Committee Goals/Ongoing Workgroups</p>	<p>a. Proposal to create taskforce regarding:</p> <ul style="list-style-type: none"> i. Logos/Icons for CMCs and steward assignments – Vetting, marketing & communicating ii. Website optimization iii. Completion of Academic Maps (including co-curricular components) - vetting and campus adoption <i>This is not solved yet. Corey will be reaching out to some of the GPS directly to get to help completing the course sequence and will work with department chairs and get it out for review.</i> iv. career services/center, and part-time and evening students. Career Exploration and CMCs (opportunity for consultant) <i>GPS taskforce needed to focus on what kind of support or services we are going to provide to students as they come through. Is what we’re doing now okay? Or any improvements needed?</i> <i>Talking about bringing consultants using GP funds to look at what we can provide as part of the onboarding process.</i> v. K-12 partnerships/CCAP <i>Need to focus on this partnership. Need leads in these areas.</i> vi. Taskforce for Equity and Learning GP Plan <i>Jennifer K-G mentioned a lot of conversations are going on in campus relating to equity. 53 people attended the webinar with Dr. Kendy and discussing things that they’d like to see happen in campus. There’s a broad focus in antiracism embedded in equity.</i> vii. Other – 	<p>We are working on item ii.</p> <p>Jennifer and Damien were recruited for ii.</p> <p>Who wants to take which task? Decide on our next meetings.</p>

	Lynn – let’s revisit taskforce at our next meeting. Think about these tasks and think about who wants to work in what taskforce. Stewards - think about one to two taskforces in a workgroup format. Committee Goals: Next meeting 10-9-20: debrief the retreat and assign taskforce.	
8. Future Agenda Items	a. Budget: Seb and Jeanine will work to make sure everything is aligned. 2 years left of the grant. Money runs out June 2022. Money does not roll after June 2022. <i>Disclaimer: *Technical difficulties (my computer shut off) Missed 2 minutes of the end of the meeting. CRC</i>	Seb to report where we at and discuss if anything needs to change in terms to allocation.
9. Adjournment	11:42 a.m.	
10. Next Meeting Date:	October 9, 2020	

[Committee Charge]

IDEA BANK

- For Retreats/Roundtables
 - Sade Daniels – Foster Youth Speaker
 - Simon Sinek Trust

- For Student Involvement/Participation:
 - Pop-ups/E-Hacks: [\(link here\)](#)
 - Video from Bernard and Boglarka: [\(link here\)](#)

- Goals from SOAA
 - Determine final draft of meta majors/Career and Major Pathway composition and obtain approval from constituency groups.
 - Related to 1. Begin Marketing these names
 - Determine where Program Maps will “live”. We need to get some consensus as a college if we are going to use Bakersfield’s Program Mapper software model, develop our own, or use static PDFs to make available to students via the redesigned website.
 - Complete Program Maps for all programs with consistency and obtain approval from constituency groups.
 - Begin development of Co-curricular maps.

- Make program maps widely available to students. (This is really the same as #2, but it's important enough to state twice).
- Increase the number of 2-year course cycles so that at least 50 percent of our programs have this available for review.
- Examine the implication and impact of how VC has implemented changes to Math and English assessment per AB705 with appropriate data.
- Inquire with departments the feasibility of developing gateway courses or enhancing Introductory courses for 1st semester students. (Great example is ENGR V01 that we can potentially showcase in Spring retreat).
- Review the process for New Students from Application to Registration to First semester entry. Much of this is already happening, but not sure it's being brought back to the GP group consistently. Is this where MYPATH fits in and what is going on with MYPATH from a district level?
- Work with high schools that offer Career Exploration (Get Focused-Stay Focused) curriculum to ensure smooth transition for students who have completed the curriculum.
- Market technology such as STARFISH, DegreeWorks to all students and staff.
- Monitor Starfish Early Alert implementation and provide additional training/support as needed. This probably is occurring within the Academic Standing Task Force, but should be something we ask about regularly.
- Increase awareness of services and activities via the Career Center.
- Determine feasibility of forming a Task-Force to address part-time/evening students.
- Increase campus in-reach for financial aid awareness.
- Form a regularly district meeting with folks from OC and MC GP teams.