MEETING MINUTES
1/15/19
LC 51

Attendees: Kristi Blackburn, Mark Fronke, April Griffin, Angela Hoppe-Nagao, Jennifer Lizarraga, Niki Lovejoy, Brittany Lundeen, Rick Miranda, Frank Mixson, Deb Moore, Stephanie Murguia, Patrick O'Donnell, Gary Pritchard, Jamie Quiroz, Clara Ross-Jones, Armando Soto, Yvette Tafoya, Traci Ukita

1. GP Coordinator(s)
   a. Steve will no longer be able to assist with Guided Pathways coordination
   b. Traci may look to GPAC participants for assistance as needed

2. Technology Tools
   a. EAB
      - Traci, Frank, Deb, Clara and Armando visited Glendale Community College on Dec. 18th and met with their GP faculty coordinator, Tom Voden
      - Attendees reported: Not all modules set have been up; user friendly; easy to see different degree requirements; didn't have all the parts implemented yet; problems not with technology but with constituent groups on campus debating about functions and processes
      - Expected that EAB Navigate will cost about $300,000 annually. An advantage is that it's cloud-based and doesn't require as much equipment
      - Follow-up video conference: Thursday, January 31, 2019 1:00 PM-2:30 PM
   b. Starfish
      - Frank, Kristi, IERP analysts met w/ Starfish analytics expert, Russ Little, on Dec. 12th
      - Kristi reported: impressive in terms of counseling and access to information (e.g., links to success rates are automatic)
      - Frank reported: demographic data on students; based on demographic data, what type of support would benefit students; how far they might get without help, etc.; analytics is not part of package but an additional cost
   c. HighPoint
      - Demo: Jan. 29, 2:00-3:30, LC 51
      - HighPoint produces programs that work specifically within PeopleSoft
   d. Tech tool matrix
      - Traci shared a matrix identifying the various tech tools that are being examined and their functionality
      - Course enrollment = registration
      - Do not have a functional early alert on campus
      - Course forecasting (e.g., the number of students that have certain courses will tell how many sections of that course we need)
      - Suggestions: Add characteristics of products such as cost, if mobile-friendly or have an app, level of quality, etc.
      - Look at other campuses and see if the programs are functional/work well
      - Keep in mind we might need multiple programs to collectively do what we need; cannot guarantee that one program will do it all. It may be that some programs could be dropped, such as SARS or Clockwork, if another tool can replace them.

- Rosters+ and Schedule+ may be impacted if another program is more user-friendly students. Need better ways to onboard students. Has to make sense to the students and we need to adapt.
- Desirable: fewer systems, fewer updates, etc.
- Think of other functions we may have missed/need to look for*

3. Engaging the larger campus community
   a. Emphasis on data; IERP support
      - Need to spend more time looking at data
      - Frank and Traci met with Kristi in December to begin discussion of data needs. During that meeting, Kristi noted that she was hoping that IERP could get at least a part-time research analyst to work on GP (or backfill a full-time analyst who would provide GP data support).
      - It is clear that GP will need more data support. GPAC attendees supported requesting GP funds for a part-time analyst, but made clear that if GP funds are used for this purpose, then GP data needs should be the priority for that analyst.
        o Need someone who is there and is quick in turnaround—is reliable and has data ready when it is asked for
        o Need a dedicated person whose sole job is for GP data – 20 hours a week
        o If not enough work for GP, can do other work as long as GP work is priority
        o Temporary position
      - Questions:
        o How many students are reaching their goals?
        o How long does it take students to achieve these goals?
   b. Collecting the student voice activities
      - Survey early February
        o Deploy early February
        o Questions more along the lines of areas of interests and what to call them
        o How clear those areas are
        o How clear the mapping to those areas are
        o Survey will be sent out electronically
      - Walk-up activity early March
        o Mostly about areas of interest
        o Aiming to set this up sometime in March—before spring break
        o March 7th is same date as transfer fair. Combine to bring in more traffic?
        o Deb/Library can provide iPads
        o Volunteers to record reactions of students/others to certain questions
        o Will also plan for focus group types of activities, but may be referred to as "input sessions" or "listening sessions"
   c. Chairs Council: Jan. 31

4. IEPI workshops
   a. Next workshop: Monday, Feb. 4 in Burbank
      - Traci, Clara, Mark, Yvette, and Jamie will attend
      - Anyone else interested? Let Traci know by Thursday, Jan. 17th at noon.

5. Next meetings (all Tuesdays from 3:30-4:30):
   a. Jan. 29
   b. Feb. 5
   c. Feb. 19
   d. Mar. 5