GPS Meeting Minutes Feb. 6, 2023

# Attendance

Helen Acosta

Kim Arbolante

Ana Baybillo

Kimberly Bligh

Grace Commiso

Rebecca Farley

Gabriel Hector

Christie Howell

Jennifer Jett

Sooyeon Kim

Matthew Maddex

Marisa Marquez

James McGarrah

Anna Melby

Rudy Menjivar

Ben Perlado

Rony Recinos (zoom)

Travis Steele

Mindy Wilmot

David Rohac

Angie Caudillo

# Chair Report

## Automated External Defibrillators

At the last college council meeting a demonstration was given using AEDs (automated external defibrillators). This demonstration included information on the closest AED and how long it takes to retrieve it for use approximately 2 minutes.

It was noted that giving breathes during CPR is no longer recommended, but the chest compressions are still to be given in time to the beat of *Staying Alive*.

## Excused Withdrawals (EW)

A discussion on updated EW regulations from the State was held. Highlights:

* These regulations are not aligned with Federal financial aid rules
* EWs can be requested at any time back to Fall 2022
* Student must give a reason for EW, but is not required to provide documentation
* The institution is required to provide means to rectify the reason for the EW
  + Require students to speak with financial aid
  + Require students to speak with their pathway counselor
* Faculty only need to provide last date of attendance, A&R will worry about the *why*
* Marisa Marquez provided the following concerns from counseling
  + Training will need to be provided so counselors have consistent messaging to students
  + A document should be created detailing all information about EWs to help with the consistent messaging
  + Reason for requesting EW doesn’t matter
* The difference between EWs and W was discussed
  + EW does not count as an “attempt”, W does
  + With these new rules, students really see no reason to take a W, although EWs still count against Financial aid
* The impact of EWs on transfer to impacted schools remains to be seen
* The impact of EWs on how long students remain at BC remains to be seen
* These changes are good for students, the old EW documentation could be traumatic for some students
* Directors are working out developing new forms for EWs, currently the old forms are still in use and incorrectly ask for documentation
* Pass/No Pass rules were also updated by the State
  + Students can now change to P/NP up until last day of class

## Enrollments

Current Spring 2023 enrollments from the latest snapshot are pretty solid

# GPS General Information

Christie mentioned how amazing the GPS group is and how she is assisting another community college in setting their pathway groups. BC was ahead of the curve on the pathways idea, go BC!

Grace indicated that there currently exists a pathways spreadsheet with tons of information (all the pathway degrees, etc). It will be shared with the group but Grace is the only one with editing privileges since the information must align to catalog, websites, etc.

Grace mentioned that an email for each pathway exists.

* Each pathway may want to meet with their admin leads, counselors and faculty leads to decide who has access to the email.
* That person/people will be responsible for replying to emails sent to that account.
* To update access, use the normal helpdesk > create case > tell IT which email address and the names of those who need access to it. Also ask them to remove anybody else who has access.

A discussion was held about website information for the GPS team. Current information is outdated and incorrect, so we need to have a discussion about exactly what should be included on each page so they can be easily maintained while keeping a similar format. The current update method was shown to the group (through a marketing services request), but Grace will get the ball rolling on how to make whole group updates to the entire set of pages. The team will revisit next meeting.

# CCC Foundation

The foundation asked the group “How do we ensure student learning?”. The committee page has a document with more information, the team should read and bring questions back for next week.

# Week 2 Progress Reports

The numbers from the week 2 progress reports were shown. Takeaways:

* Numbers were low, but this is the first year with a Week 2 survey
* A discussion about ideal timing for profess reports ensued
  + Originally research indicated that Weeks 3 and 7 were ideal
  + A compromise was reached with the Weeks 4, 8
  + Week 12 was added later
* The admin team will look at the “weeks sent” again for next year
* Grace showed that just submitting an empty report would indicate “No Feedback” and get the numbers counted
  + Use this sparingly
  + Feedback is always better!

# Goals for the Spring Semester

We ran out of time, so team members were asked to brainstorm and bring ideas for GPS Team goals for the next meeting, schedule for March 6