



Guided Pathways Meeting Notes Monday, November 7, 2022



Melissa opens the meeting:

❖ **UPDATES for Program Showcase Events:**

- Jesus sent the announcement on the Basecamp
 - Received a request from Fairfield High School contact. They would like Zoom links to adjust Wi-fi restrictions on campus. Jesus will forward to Danica @ FF High School
- Principal of Early College High School here at SCC very excited to promote
- Also reached out to Eng 1, Math 11, and Comm 1 about promoting the event in class
 - Only a few takers regarding class visits
 - Carlos had 5 min to share with Division Meetings. Emailed Chemistry and Bio and all the instructors teaching the first level classes. Had one instructor ask him to make a video about the event. He suggests preparing short videos showing how to utilize the Pathways based on each Meta Major-- instructors have it on their canvas page.
- Melissa sent the flyer out to instructors that are involved and asked that they promote the whole schedule of events
- Melissa left a stack of flyers at Counseling office -- student workers could pass them out
- Melissa also shared with Department contacts involved in the Program Showcase re: T-shirts
Have not heard back yet from those departments
- There was a complaint by one of the Horticulture instructors regarding not being named on the flyer specifically.
 - **CO-HOSTS:**
 - Please reach out to those you're co-hosting with and remind them what is happening. The schedule has the people you're co-hosting with and the Zoom link.
 - Remind them that you'll be recording them
 - Send recordings to Bernie Kawazoe bkawazoe@solano.edu or Melissa Reeve so we can compile and send them to the landing page for future viewing.
 - If possible, please offer a demonstration of utilizing the Pathway Maps for the particular discipline by the GPS Coordinator
- Although we didn't think that it was really useful for students at high school but it sounds like the high school contacts are very excited and may be participating.
- Different schools were asking for specific majors and a little 20 minute presentation via video since the cost of transportation makes it not feasible. Regarding May 5th should we re-vamp it as a virtual event if schools are not able to get the students on to campus.



Guided Pathways Meeting Notes Monday, November 7, 2022



❖ VISITS to Class:

- Melissa can likely visit Jose Cortes' English classes
- Laura can do the Tues. Evening ENGL
- Carlos will reach out with Biotech and Biology in VV so they can visit Genele's class

❖ Incentives and Prizes:

- Melissa met with Susan last Monday re: gift cards
 - Gift cards are the last resort b/c of the complexity: has to be reported to FA as "cash"
 - Better to do a "bookstore scholarship"/ "cafeteria scholarship" b/c it's not a cash award
 - Has reached out the bookstore but haven't heard back yet
 - At this time, we don't have anything to incentivize attendance at the Program Showcase - if we do arrange anything, then we'll have James Thomas update the promotional materials
 - Re: HS outreach videos, Susan suggested reaching out to Shirley Lewis to ask about working with student ambassadors that are already on the payroll
 - 10 - 15 hours a week to do jobs throughout the campus
 - We can see which feeder high schools are already represented among the current ambassador pool

❖ SPRING FLEX:

- Something is due on November 18th with potential plan. Melissa is waiting to meet with Alfredo, Outreach Director before we move forward and see if our ideas are feasible.
 - One of the ideas is to have an Open Planning Session and ensuring that the Outreach Director is on board
 - Another idea was departments drop in and confirm their Pathway Maps.

❖ OTHER THOUGHTS:

- Carlos wanted to thank Nazia and Kelvin for helping him reconstruct a Pathway Map that he accidentally deleted.
- How to make a co-host for Zoom before the presentation?
- How to Add Co-host for Zoom before the event:
 - Sign in to the Zoom desktop client. On the Home tab, click Schedule.



Guided Pathways Meeting Notes Monday, November 7, 2022



- The scheduler window will open. Click Advanced Options.
- In the Alternative hosts field, enter the alternative name to search through users. You can also enter the alternative host's email address if their name doesn't come up.
- (Optional) Select the check box to enable Allow alternative hosts to add or edit polls. This feature requires Zoom version 5.8.0 or higher.
- Click Schedule to finish, and open up the calendar you have selected.
- The alternative host will now receive an email letting them know that they have been added as an alternative host, as long as they have not disabled this email notification in the Zoom web portal.