

**Minutes of the GP Convocation Planning Group
Aug 9, 2019**

In attendance:

Leonor Aguilera, Marilyn Flores, Anaisabelle Garcia, Haydeh Kaveh, Tracy Montana, Cindy Partida, Rudy Tjiptahadi, Loann Tran

Faculty Facilitators: Joyce Wagner, Denise Foley

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP	TIMEFRAME
1. Professional Development page added to guided pathways website	Joseph Alonzo and the professional Development Group will keep updated		
2. Academic Senate Conference Sept 13	Resend invitation to cluster members the Wed before Flex with a deadline to respond by Friday the 16 th . All are invited, not just faculty. Remind people not to register self. Notifications will go out by the 21 st . Each will need a conference form signed by their supervisor. A recommendation was made that the Professional Development group devise a policy for these types of conferences	1. send invitation again 2. put policy development on the professional development committee agenda	By 8/14 Fall 2019
3. Time for leadership team meetings	First Fridays 11-1pm Sept 6 th , Oct 4 th , Nov 1 st , Dec 6th	Place dates and times on website	Before 1 st Fall meeting on Sept 6th
4. Scale of adoption and GP organizational structure	Official document is now due March 1 and not Sept 30. All funds must be expended by June 30, 2022 A proposal was made to take the draft to the senate for approval in the first meeting of the year so that it can be used as a planning document Some changes were proposed to the organizational structure of Guided Pathways. These changes were discussed and agreed were needed	Bring both documents to senate for discussion and approval	1 st academic senate meeting
5. plans for Fall convocation	Timeframe: 11:15-12:00 The discussion of the draft agenda resulted in the following decisions:	Revise the video and slide presentation per group feedback	Before convocation

	<p>1. The overarching theme is the student experience at SCC</p> <ul style="list-style-type: none">A. Intro (1 min) Basic reminder of the four pillarsB. Pathways to teaching as example (14 min)C. Funnel graphic (4 min)D. voices video with data (8 min)E. Pathways to teaching -2 slides path and funnel graphic (3 min)F. Spring update (4 min)G. Next Steps (2 min)H. Get Involved- Retreat and Survey (3 min) <p>It was suggested there be a basket of cookies or something to encourage people to turn in their surveys</p>		