

PALM BEACH STATE
COLLEGE
CLUSTER MEETING MINUTES
Wednesday, October 19, 2016
10:45am - 11:50am
Lake Worth Campus

Early Childhood/ Education Cluster

ITEM 1. District Agenda Item: Guided Pathways

Discussion:

(Email from Drs. Barbatis and Yohe dated October 5, 2016)
Dear Cluster Chair,

This information is designed to assist you with the Cluster meeting scheduled at 10:45 am – 12:00 pm on Development Day. This first Cluster meeting is devoted to a District agenda item about the morning presentations on Guided Pathways.

Data/data source:

Prior to Development Day, we suggest you read the following two articles to prepare you to lead your Cluster discussion (note that both articles are included as PDFs to accompany the meeting minutes):

1. “Rethinking the ‘Cafeteria’ Approach to America’s Community Colleges” from the Washington Post
2. “Get With the Program ... and Finish It: Building Guided Pathways to Accelerate Student Completion” from the Community College Research Center

Models Compared

Cafeteria Model	Guided Pathways Model
Self-serve	Guided
Checklists	Structured, Mapped, Online Planning System
Credit Hours Accumulated	Milestones
Undecided Students Explore on Their Own	Structured Exploratory Paths w/ Timeline
Generic	Intentional Toward a Goal
Discrete Interventions	Systemic Interventions
Limited feedback on progress	Monitor student progress
Too Many Confusing Choices	Informed Choices Designed by Faculty
Disconnected	Coherent and Comprehensive

Action: **The Process**

We ask that you decide to have one large group discussion or to have smaller group discussions based on the number of members in your Cluster. Each group must complete the two forms **“Risk Analysis: Implementing Guided Pathways”** below. Please have a recorder for each group type the results using these forms and send them to Angie Dunn by October 31. The information provided by each Cluster will be analyzed by the Guided Pathways Task Force (that is still being formed) and will be instrumental in the development of the continuing college-wide discussion.

Attached is one PowerPoint slide that you should have projected or printed during your Cluster meeting to assist with the discussion. This slide compares the Cafeteria Model with the Guided Pathways Model.

GROUP QUESTION #1: When considering a Guided Pathways Model, what could the benefits and challenges be for students? (Approximately 30 minutes)

GROUP QUESTION 2: When considering a Guided Pathways Model, what could the benefits and challenges be for the College? (Approximately 30 minutes)

The following additional questions for Group Facilitators may be used to keep the discussion going (if needed):

1. Is the current self-service or “the cafeteria model” working for our students?
2. How do we help new students choose a program of study, particularly the many who do not have clear plans for college and careers?
3. How well do we monitor students’ program choices and progress towards completing their program’s requirements?
4. Does the way we schedule courses enable students to take courses when they need them and complete their program on time?

Please forward this packet to each facilitator and recorder in your Cluster. You will be responsible for printing the two forms below for each discussion group recorder. We appreciate your leadership in conducting this College-wide discussion.

Drs. Barbatis and Yohe

Cluster: _____ Early Childhood/ Education _____ Completed by: _____ Sabrina Greenwell. _____

Risk Analysis: Implementing Guided Pathways

Directions: Please summarize your Cluster Meeting discussion by completing the following Risk Analysis. Send completed forms to Angie Dunn (dunnam@palmbeachstate.edu) by October 31.

Benefits for Students	Challenges for Students
<ol style="list-style-type: none">1. Should have an online tutorial for program of study.2. Help students set goals and plan how to accomplish them.3. Career exploration before educational planning4. Plan of study with advisor who is knowledgeable in that pathway5. Helps students with accountability, confidence, progress.	<ol style="list-style-type: none">1. Too many transitional courses available and too many choices2. Too much information at once for the students3. Students are overwhelmed4. Advisors being available5. Not all students are required to see an advisor6. Not all students are required to go to orientation

Risk Analysis: Implementing Guided Pathways

Benefits for College	Challenges for College
<ol style="list-style-type: none"> 1. Student retention 2. Higher graduation rates 3. Professional development for professors and advisors in guided pathways 4. Professors need to encourage students in the beginning of the semester to see their advisors. 5. The college needs the advisors to be specialized. 	<ol style="list-style-type: none"> 1 A system is needed to have a systemic intervention 2. Knowing what adjuncts do and don't do for advising their students. 3. Build in a trigger platform on Black Board for failing grades and use Workday that is replacing Panther Web. 4 Push all faculty to use Black Board for grade book. 5 Create a technological kiosk that monitors student progress and program of study 6 Have advisors sign and track program of study for students. 7 Budget for advisors and technology. 8 Who and how to monitor student progress, financial aid, scholarships 9 Not all students take strategies which includes career counseling and some advising 10 Strategies courses are not structured with consistency. 11 Training professors in advising 12 Developing schedules to meet student needs 13 No CCC for AA degree, no milestone, challenge to create milestone for AA. 14 If a student takes one course for a certificate, it affects the numbers (this is related to number 4 under benefits) 15 Enforcing required advising

Attendance:

Susan Caldwell	Colleen Fawcett	Cassandra Wilbanks
Eliana Mukherjee	Luisa Brennan	Sabrina Greenwell
Lucia Adrian	Lacey Sawyer	Nancy Cabrera-Chambers

Submitted by:
Sabrina Greenwell.

Scribe for Early Childhood / Education Cluster – 19 October 2016
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CLUSTER AGENDA
October 19, 2016
1:30 – 1:45pm
Lake Worth Campus

ITEM 1. Assessment Coordinator Introduction (for clusters with Gen Ed courses).

Assessment coordinators will be at cluster meetings for about five minutes for a brief introduction and reminders at the beginning of the afternoon meetings. No discussion is required, but questions are welcome.

Discussion: NA

Data source: NA

Action: n/a

ITEM 2. General Education Assessment (for clusters with Gen Ed courses)

Clusters should discuss the common embedded assessment, specifically confirming the following information in the meeting minutes.

- i. Do all full-time faculty members in your cluster have the current information?
- ii. Do all adjuncts teaching courses in your cluster have the current information?
- iii. How many are present at today's cluster meeting, and of those present, how many attended the campus meeting last spring to review embedded assessment results?
(Please submit numbers, no names!)

Discussion:
 NA

Data source: NA

Action: n/a

ITEM 3. FEA Fall Forum 11/15/2016

Discussion: Eliana's student may share her experience transferring to FAU to the audience. We are working on promoting the event.

Data source:

Action:

ITEM 4. Textbook Jennifer Johnson

Discussion: EPI textbook review needs to include Marzano to be with state requirements.

Data source:

Action:

OTHER.

1. FACTE and FATE conferences were cancelled due to Hurricane Matthew.

2. FTCE- GKT

We need to help students pass. School district is putting together tutorial for GKT. GKT should be added to Pathway Program of Study.

3. Cynthia Demitruk: Field observation placement forms need grade level and subject

4. FCCPC Textbook: Discussion and Vote passed with online electronic vote

The text, Skill Building Journal, is part of a series.

Attendance

Susan Caldwell	Colleen Fawcett	Cassandra Wilbanks
Eliana Mukherjee	Luisa Brennan	Sabrina Greenwell
Lucia Adrian	Jennifer Johnson	Susy Martinez-White
Cynthia Demitruk	Darcy Russo	Lacey Sawyer
Nancy Cabrera-Chambers		

Submitted by:

Sabrina Greenwell

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