Members Present: Joshua Castellanos, Sonia de la Torre, Sundee Dominguez, Heather Dy, Michelle Grimes-Hillman, Shauna Hagemann, Kenna Hillman, Jennifer Holmgren, Heather Kane (note taker), Mary Marki, James Martinez, Mike Munoz, Ann Marie Nunag, Jorge Ochoa, Juan Oliveros, Lisa Orr, Teila Robertson, Kathy Scott, Elijah Sims, Chelsea Venedicto, Heather Van Volkinburg, Colin Williams, Emily Yasutomi

Members Absent: Heidi Alsangak, Maria Andrade-Hernandez, Sara Blasetti, Susan Bricker, Jan Paolo Canteras, Nohel Corral, Phillip Huerta, Sylvia Lynch, Corey Rodgers, CC Sadler, Juan Flores Zamora

1. **Welcome Newest Members**

2. **Review Summary Notes from 11/27/18**
   No notes printed for today. Kenna will post summary notes from the last three meetings on the Canvas page for review.

3. **Workgroup and Coordinating Team Updates**
   a. Engagement & Communication – Leader: Sara Blasetti
      The workgroup will be working on a plan, logo and slogan.

   b. GP Website – Leader: Ann Marie Nunag
      The new GP webpage is online at: www.lbcc.edu/guided-pathways
      The group met two weeks ago and made some changes to the original layout of the webpage. So far they have posted the Guided Principles, LBCC data, a GP video, and will post the new logo on the website when ready. Members suggested we add a link to this page to the Quicklinks and A-Z.

   c. Constituent Groups: Input and Feedback – Leader: Mary Marki
      Met with student leaders and discussed creating a student survey to use on Major Club Day and/or Major Declaration Day. This can also be posted on the website so students can access and share link throughout the year.

4. **Activity: Guided Pathways Pillars**
   The goals of this activity are: to define the Four Pillars, determine if LBCC will use the same terms or customize for the college, and develop an activity that can be used in future workshops. This will be used to create resources to share with the college and ensure the taskforce members are using the same language when discussing GP with all the constituent groups. Additional discussion included the following topics:

- Determine the activities that need to be housed within each pillar, as well as identifying activities that various groups at the college are already working on,
- Identify the new terms for the four pillars that correspond with the ship theme: Explore, Launch, Navigate, and the final one to be determined,
- Continue the discussion within each workgroup on the new terms, determine what activities they are doing, and which pillar each fits into,
- Feedback Provided on Activity: categorize sticky notes by type of constituent group (i.e.: different color for each group), one item per note, instructions before getting into groups, repeat instructions several times, better room configuration, good mix of people in each group.

5. **Proposed Spring 2019 Meeting Modification**
   1st meeting (2nd Tues) will be for workgroup meetings. Each leader will coordinate location.
   2nd meeting (4th Tues) will be for the taskforce meeting and updates from workgroups.

6. **"Roadmaps" versus "Course Sequence Document"**
   Some faculty are confused between "Course Sequencing" and "Roadmap Development" in that they conclude that course sequencing is the whole roadmap process. They are eager to start giving students printouts of the sequenced courses once they have completed the template; however, they do not realize that these documents need to be vetted, and that GPCT and Marketing are developing a consistent design for the Roadmaps. Course Sequencing is only Phase 1 of the process. GP leaders need to ensure that faculty understand the whole process and reiterate that releasing and printing the course sequence documents to students is premature until all Phases have been completed. It was determined that providing the information too early will potentially hurt the students by providing them with incorrect information, which may cause further confusion.

7. Next meeting: 2/26/19

   Meeting adjourned at 3:10 pm