

Avanzando Implementation Team Meeting Minutes

Tuesday, October 25, 2022
10:00am – 11:30am

Present: Tammy Sakanashi, Darci Rosales, Shelley Masini, Mas Imura, Daisy Cardenas, Jessica Zambrano, Guillermo Garcia, Mari Morris, Catherine Prince, Victor Tam.

Topic	Discussion	Action Items
Review the Agenda <ul style="list-style-type: none"> Approval of September 27, 2022 minutes 	<ul style="list-style-type: none"> The September minutes were reviewed. The minutes for the first year are posted on the Avanzando website. 	The September minutes were recommended for approval without changes.
Welcome <ul style="list-style-type: none"> Agenda review – Review and Clarify 	<ul style="list-style-type: none"> No changes were requested to the agenda. 	
Coordinators' Report <ul style="list-style-type: none"> SWAP timeline Inreach efforts Preparing for research and internship promotion to students 	<p>SWAP timeline for 2023:</p> <ul style="list-style-type: none"> Summer Health Career Institute (SHCI) will not take place summer 2023. We will look forward to starting in summer 2024. We will continue with SWAP this summer. Daisy shared the timeline. It will be shared with the Outreach Team so Counselors are prepared for when they go to high schools. Applications will open on 2/14/23 for Counselors with recommendations. Students can apply starting 3/1, and the application period will close 3/24. The Screening Committee will meet 4/24-4/28. Accepted students will be notified on 5/2. Daisy & Jessica are creating a timeline cheat sheet for Counselors so they know what to expect when. Family Night will be 6/8. SWAP will be two cohorts, each occurring over a week and being identical to each other as much as possible. Mari and Mas will continue as the faculty coordinators. <p>Outreach/Inreach:</p> <ul style="list-style-type: none"> "Inreach" relates to raising awareness of the grant in our college community. On 10/13, Daisy & Jessica did a presentation to Counselors on Avanzando. They also touched on the topics of Learning Community and PALS. Counselor concerns: having a presence in Petaluma (i.e. office hours down there) and the fact that stipends count toward their financial aid because if they're out of 	

	<p>financial aid they won't qualify. Linked Anatomy course were received positively.</p> <ul style="list-style-type: none"> • At the Shone Farm High School Counselors Conference, Lisa & Jessica got lots of enquiries from Counselors on when SHCI will be back. • The HOPE Program has done about 15 class presentations; MESA has done some as well. • DRD has reached out to find out how they can collaborate, including being present in HOPE to support students. <p>Research & internship promotion</p> <ul style="list-style-type: none"> • Daisy is working on creating a document that has all upcoming opportunities on it. • She is also in conversation with UC Davis's Prep Medico Program that brings in community college students to do internships. 	
<p>Faculty Coordinators' Report</p> <ul style="list-style-type: none"> • Health Science Summer Academies – Tammy and Mari • STEM "curious" LC for Fall 2023 – Guillermo • STEM "directed" LC for Spring 2023 - Mas 	<p>Health Sciences Academies:</p> <ul style="list-style-type: none"> • The team has looked at carefully how to meet the intentions of the grant and to allow for multiple "touches" with these students. • There was a realization that a separate grant is needed for for SHCI and hope to have that for 2024, perhaps through partners like Kaiser and Haas. In the meantime, Mari is revamping the curriculum with the goal of having a draft to Curriculum Committee in a couple weeks. Another goal is to bring back HLC 51 (Intro to Health Careers) as a one-unit course starting Spring 2024 introducing careers, skills and values. These efforts will help meet the grant initiatives for college students while SWAP and SHCI focus on high school students. <p>STEM Curious LC for Fall 2023:</p> <ul style="list-style-type: none"> • Surveyed several students in MESA. There was definite interest in this LC if it was offered when they started, especially ENGL 1A & MATH 25 in Fall 2023. There is more interest in COUNS 80 over COUNS 10. There is interest in a family night and financial aid presentation. Some students were interested in campus tours. It was understood these were optional events but participation would be highly encouraged. • For a Spring 2024 offering of Math 58 & CHEM 42, there was great interest in "Research in STEM" and Career night. It was made clear that the instructors chosen to 	

	<p>lead these communities would be vital; canvased students would be checking their ratings.</p> <ul style="list-style-type: none"> • BIO 7 was suggested as a good candidate for this LC because it focuses on preparing students for internships & research. But there was hesitation from students about taking anything that wasn't absolutely necessary. • Lanzamiento is doing paid campus tours which we might be able to collaborate with. • Other feedback has been to not to make the LC's too unit-heavy, so students can also be taking their required courses. • Looking at the Puente model and considering partnering with them. <p>Spring 23 Directed LC:</p> <ul style="list-style-type: none"> • Ties MATH1B & CHEM3B together, though these courses will not be linked; it is a "softer" definition of a Learning Community. 	
<p>Deans' & Project Director's Reports</p> <ul style="list-style-type: none"> • Year 1 budget-Summary – Darci • CoP offerings – Victor • Title V updates – Cathy • Health Sciences Department pdates - Tammy 	<p>Year 1 budget summary:</p> <ul style="list-style-type: none"> • All activities are linked to our grant which is linked to a budget with measurable outcomes. • Although we haven't finalized our Retention Specialist recruitment, we have advanced two candidates to the positions with the hope they were start after Thanksgiving. • 50% OIR position. We have one internal applicant for the grant-funded 50% OIR position and are getting the hiring committee prepped. • There was a large carryover from the Year One budget but this isn't atypical because its known staff aren't set up yet. This carryover must be redistributed in Year Two (not the life of the grant). As such, we will be increasing and decreasing awards to meet all personnel needs and use up this carryover. • A new Program Officer has been assigned by the Department of Education and we're waiting to hear from them. • In our Year One Report, we are proposing the funds from Year One carry over to Year Two, as well as decreasing some categories to have full funding for personnel to include benefits. One area we want to diminish that may not be approved is Student Stipends. Not seeing a lot of these going out. • It was noted that personnel includes tutors, student assistants, STNCs and PALs. 	

	<p>Avanzando stipends:</p> <ul style="list-style-type: none"> • We may not be able to track these very well. All students served by the grant are invited to join the Canvas Course which includes a series of stipend activities they can participate in such as: Study Groups, College Tours, PreMedCC webinars, STEM Shadow Days, recording a brief study success presentation, resume building, speed mentor nights, workforce development, and research experience. • It takes a lot of effort to build a program that includes stipends and then to advertise. We will get more traction as we continue. • Over the next three weeks Darci will work with SSU to create five summer research opportunities. • This week we confirmed we have a Pepperwood internship for our students starting 11/4. Also worked with the Transfer Center to coordinate a field trip to CalPoly Humboldt on 11/4. And working with Kate Blackwell on an articulation agreement. <p>“CoP” (Communities of Practice):</p> <ul style="list-style-type: none"> • Through Academic Senate there has been a call for CoPs for Fall and Spring. Both are aligned with an equity vision. We have done a call for facilitators and participators. The CoPs will include STEM Enrichment Activities, Instrumentation to help with Retention Efforts, and Funding Efforts through the College Skill Department. We’re funding all three of these. <p>Future meetings:</p> <ul style="list-style-type: none"> • Given the upcoming holidays, it was proposed that we schedule our next meeting on 11/29 and have no meeting on 12/27. 	<p>The proposed meeting changes were accepted. Shelley will send updates to the Team’s calendars.</p>
<p>Announcements</p>	<ul style="list-style-type: none"> • Mas & Jessica will attend the SACNAS conference in Puerto Rico. MESA is paying for this. The goal is to experience this conference as a prospective student. Then come back and launch & share with SRJC students. 	