January Webinar Event: Mapping Your Pathways
Event Planning & Team Strategy Session for Alumni Colleges

Event Planning

1. **Invitations**
   a. Look at the agenda and team strategy session materials to determine the size of your audience. The following should be included in as many sessions as possible.
      i. Team facilitator
      ii. Executive lead
      iii. Dean/curriculum leaders
      iv. Chief Academic Officer
      v. Faculty members (representing arts & sciences and career/technical education)
      vi. Advising leaders and practitioners
      vii. Others appropriate to your campus
   b. Because this day of events takes place "at home", we encourage you to engage as many college community members as possible. This is a great opportunity for full-campus engagement on guided pathways. You are free to invite different groups and numbers of colleagues to each session.
2. **Space planning**
   a. Auditorium-style or table-seating space is appropriate for the webinar sessions
   b. Table-seating is essential for team strategy sessions (workspace needed)
3. **Tech needs**
   a. You will need video and sound from Zoom for webinar sessions. It will not be necessary for you to have mics or cameras for these sessions (questions and comments will utilize the chat box in Zoom)
   b. Consider booking a member of your college technical services team to assist with webinar sessions.
   c. Depending on the size of your team strategy session groups, consider sound and projection as appropriate.
4. **Food**
   a. Refreshments are always a good way to galvanize work teams.
   b. Providing food during various sessions is a great use of your project budget.
5. **Materials to provide**
   a. Agenda
   b. Pre-work from Cohort I institute #2: Mapping Your Guided Pathways
   c. Team Strategy Session work
   d. Guided pathways graphic (brand-new updated version)
6. **Session moderation**
   a. Zoom webinars will be moderated much like keynote sessions at Institute #1, consider how you will facilitate the sessions locally
   b. Team Facilitators and Executive Leads should work together to plan facilitation of team strategy sessions
7. **Working with your coach**
   a. Please send copies of the completed team strategy work to Renee Dimino at rdimino@monroecc.edu by the end of January.

8. **Team Strategy Sessions**
    a. Team strategy session #1 and #2 size considerations
        i. Small group (<12), conduct similarly to Institute team strategy sessions
        ii. Large group (>12) suggestions
            1. Consider dividing questions among smaller groups
            2. Be sure to ask for note takers in each smaller group to add feedback to post-work

    b. Team strategy session suggested time
        i. Team strategy session #1
            1. Enrollment / Graduate Analysis – 30 minutes
            2. Reflecting on Program Mapping – 30 minutes
            3. Reflecting on Meta majors – 30 minutes
        ii. Team strategy session #2
            1. Reviewing Cohort #1 Work – 40 minutes
            2. Action Plan – 30 minutes
            3. Reflecting on the January Webinar Event – 20 minutes

January Webinar Event: Team Strategy Sessions for Alumni Colleges

Team Strategy Session #1: Enrollment/Graduate Analysis

Now that your college is further along with implementing guided pathways, take a deeper dive into the following questions you may recall as part of your cohort #1 work.

Guiding Questions	College Responses to Guiding Questions
1. Have there been changes in program enrollment since academic paths/maps have been implemented? Has the number of undecided students reduced as a result?	
2. If the institution has implemented meta-majors, communities of interest or similar program clusters for new students, how is the college tracking/reporting student enrollment in these program clusters?	
3. Is the institution tracking/monitoring academic and student support interventions? Have discipline-appropriate academic and/or student services been integrated into the meta majors?	
4. Has the institution changed the evaluation of program learning outcomes as part of the pathways implementation? How are program learning outcomes assessed? What improvements need to be made to the assessment process?	
5. Does the institution integrate practical/applied learning experiences for students as an integral part of programs of study? Are these experiences tracked? How are they used to enhance the student experience? How can the practical student experiences be used as part of the program improvement process?	

Team Strategy Session #1: Reflecting on Program Mapping

Guiding Questions	College Responses to Guiding Questions
1. What part of the program mapping process was most difficult for your institution? How have you addressed these challenges? What are your next steps?	
2. How did you engage stakeholders in the mapping process? What is the plan for mapping all programs at the institution? Who is leading this work? What is the expected timeline for completion?	
3. How has mapping the institution's programs fit in with the institution's overall guided pathways implementation? What has it meant for advising and the connection to careers and transfer institutions? How is student progress on their academic plans monitored?	
4. *From the student perspective,* how clearly are college programs described on the college website?	
5. *From the student perspective,* how clearly are transfer pathways described for each program on the college website?	
6. What improvements need to be made in the college website presentation of program maps/pathways?	
7. What improvements need to be made to the college advising materials for students, faculty and advisors now that the program maps are in place?	
8. How are the academic maps connected to careers? When are the students provided with the career information? Opportunities to explore scenarios about career choices, job market, potential salaries, etc.? How is career information integrated into the student choice process for meta-majors/programs of study?	

Team Strategy Session #1: Reflecting on Meta-majors

Guiding Questions	College Responses to Guiding Questions
1. Have faculty in meta-majors identified "the right math" (e.g., statistics, quantitative reasoning, college algebra/calculus) for programs in the area? If not, what is the plan for engaging faculty in that work?	
2. Have faculty in meta-majors identified recommended general education core courses for programs in the area? If not, what is the plan for engaging faculty in that work?	
3. Have faculty in meta-majors identified recommended electives for programs in the area? If not, what is the plan for engaging faculty in that work?	
4. Have faculty in the meta-majors/program areas explicitly identified critical courses and progress milestones for students in each pathway? If not, what is the plan for engaging faculty in that work?	
5. Have faculty in the meta-majors/program areas completed the task of explicitly aligning desired student learning outcomes for each course in the pathways, so that they accumulate to desired program learning outcomes? If not, what is the plan for engaging faculty in that work?	
6. Have faculty in the meta-majors/program areas explicitly designed hands-on/applied learning opportunities (e.g., field work, clinical placements, internships, group projects, service learning) for students as they move through each pathway? If not, what is the plan for engaging faculty in that work?	

Team Strategy Session #2: Reviewing Cohort #1 Work

Review work submitted for Institute #2 during SUNY Guided Pathways Cohort #1.

As you review the work answer the following prompts:

I observe that . . .

Some patterns/trends that I notice . . .

I'm surprised that . . .

I'm excited that . . .

I am concerned that . . .

Next steps we should consider are . . .

Review the answers to prompts as a group. Then, discuss four to five next steps based on the review and the questions answered during team strategy #1 and #2.

Team Strategy Session #2: Action Plan

Next Step	Responsible Person	Timeline	Resources (time, people, professional development, facilities, money)

SUNY GUIDED PATHWAYS INSTITUTES

Team Strategy Session #2: Reflecting on the January Webinar Event

Guiding Questions	College Responses to Guiding Questions
1. Which issues/approaches/strategies discussed in the day's sessions are potentially of greatest interest to the college?	
2. What existing knowledge and/or college work has been reinforced?	
3. Discuss insights the team has gained from these conversations; name 3-5.	