**Summary from Guided Pathways Brown Bag #1: March 23, 2022**

**Prompt #1:**What do we have in our areas that promote equity (administration, student services, classroom)?

* Developing one simple application for all programs that serve basic needs students (EOPS/Care/CalWORKS/Next Up, Puente, ACCESO, Umoja)
* Collaborations with other departments who serve the same students (i.e. Career Center, Adult Education and Non-Credit, and CE)
* Organized a College Trip for students in multiple programs (EOPS/Care/CalWORKS/Next up with ACCESO, Puente, and Transfer Center)
* ESOL orientations
* ESOL faculty spending one-on-one time with students to help with enrollment
* ESOL co-chairs collaborating with a designated counselor to clear prerequisites for students moving to next ESOL level
* Welcome Center Zoom Drop In application help every Tuesday, Wednesday, and Thursday from 11:00 am – 2:00 pm on the Welcome Center Website
* Interdepartmental collaboration (flyers and resources) between ESOL and Psychology
* Providing one-on-one support for students applying to COA non-credit program and transitioning to credit

**Prompt #2:**What can we do now to promote equity together?

**Recurring theme in the discussion: there needs to be more communication and collaboration between instructional and student services**

1. Have one central (electronic/virtual) location that is frequently updated (putting up new deadlines, deleting old information) with information across all divisions.  This would include special events, student services, and student resources.  Some ideas that were shared are:
   1. Tutorials for students and staff/faculty, and structuring the tutorials so staff/instructors can help students
   2. Create and maintain a COA Personnel Directory for all employees (updated annually with any new titles and contact information)
   3. Create a "Flex Day virtual folder" for all attendees and reintroduce it every Flex to include everyone who may have missed it previously
2. Consolidate resources in a matrix for folks to see, at-a-glance, how programs support students.  Additionally, provide information on how they are able to use their funding with the goal of collaborating with others with similar/the same goals
   1. What monies and resources are out there for the entire college? Are there grants that any cluster or division can use? Are there available monetary resources that are open to all students?
3. Student cohorts with an assigned counselor
4. Have counselors available to support students during intersession and breaks
5. Clear communication processes among all divisions, and clear communication on HOW to communicate
6. Create and offer orientations based on
   1. Department clusters
   2. Every new class session (regular, 14-week, 10-week, and 8-week)