<div align="center">**Limited-duration Grant-funded Special Assignments**</div>

**Form Submitted by**: Jane Saldana-Talley          **Date**: May 25, 2021

**Department/Office**: Academic Affairs     **Grant Duration**: **From** May 2021 **To:** June 30, 2022

**Project Title**: Guided Pathways Projects, Design & Implementation Phases

**Project Descriptions**: For all Projects, any adjustments to the timelines will be presented by workgroup members to the Academic Senate Executive Committee and Vice President of Academic Affairs and approved by the VPAA.

### Webpage:

1) Work products: detailed description / illustration of proposed student section of the SRJC main domain (santarosa.edu) which integrates various options within the 'student journey' by providing access to essential components of academics and student services with clarity, equity, and choice for all potential, new, and returning students; design of a department webpage template with uniform navigation and structures; review with and integrate feedback from DCC, DCCIM, and others as determined by VPAA and VPSS.

2) Timeline. October 1, written progress report and work product-to-date to VPAA and ASEC; October 2021, short progress report at Senate meeting; December 17, 2021, completion of design or VP-approved deadline extension; January or February 2022, progress report to VPAA; February or March 2022, report at Senate meeting; IT implementation of homepage redesign during Spring 2022 semester / June 2022, with June 30, 2022, IT deadline.

### Program mapping:

1) Work product: Determine whether a template agreeable to DCC and VPAA exists; revise existing template or develop template as necessary; review with DCC, DCCIM, and others as determined by VPAA and VPSS; produce final draft for Senate consideration.

2) Timeline. October 1, written progress report and work product-to-date to VPAA and ASEC; October 2021, short progress report at Senate meeting; regularly and as needed, September to project completion, share progress with and seek input from DCC; January or February 2022 Senate meeting, present template; Spring and Summer 2022, implementation; June 30, 2022, goal for posting new program maps.

### Integrative academic support systems & "backpack":

1) Work product. Identify existent model; collect all existing academic support systems; design and create simple, accessible, easy-to-use webpage (and/or app, Cubby resource, Canvas page) with links to resources; determine whether virtual "backpack" concept is addressed by webpage (and/or app, Cubby, Canvas resource); evaluate feasibility of physical backpack, and if feasible determine contents, student need, funding needs / funding sources, and distribution plan.

2) Timeline. October 1, written progress report to VPAA and ASEC; October 2021, short progress report at Senate meeting; December 17, 2021, final project due to VPAA and

ASEC, or by VPAA-approved deadline extension; February or March 2022, short presentation of final proposal at Senate meeting, for Senate consideration; implementation during Spring and Summer 2022, with final implementation deadline of June 30, 2022.

**First-Year Experience Program:**

1) Work product. Identify and collect all existing FYE, bridge, orientation programs and activities; cohere existing programs and activities into a simple, accessible FYE webpage (and/or app, Cubby link, Canvas page) with links to resources.

2) Timeline. October 1, 2021, provide progress report to VPAA and ASEC; October or November 2021, short progress report at Senate meeting; December 17, 2021 (or by VPAA-approved extended deadline), complete design for webpage and provide to VPAA and ASEC; February or March 2022, short presentation at Academic Senate meeting, for Senate consideration.

**Interdisciplinary-taught FYE course:**

1) Work product. Provide survey opportunity for all faculty members to identify needed FYE course content; draft COR; see Senate-approved COR through cluster tech and Curriculum Review processes.

2) Timeline & deadlines. September 15, 2021, finish survey of faculty; October 15, 2021, present a proposed list of COR components (SLOs, objectives, topics & scope, etc.) to VPAA and ASEC; October or November 2021, short progress report at Senate meeting; December 17, 2021 (or by VPAA-approved extended deadline), draft of COR to VPAA and ASEC; February or March 2022, presentation of COR at Senate meeting, for Senate consideration; April & May 2022, begin seeing COR through review process; implement and offer when approved by Chancellor's Office.

<u>**Compensation Structure**</u>:

All work at base hourly rate, approved by VPAA; increases to allocated hours approved in advance by VPAA.

**Website**: initial allocation of 50 hours per workgroup member.

**Program mapping**: initial allocation of 20 hours per workgroup member.

**Academic support systems & "backpack"**: initial allocation of 40 hours per workgroup member.

**Comprehensive First-Year Experience program**: initial allocation of 20 hours per workgroup member.

**Interdisciplinary-taught FYE course**: initial allocation of 40 hours per workgroup member.

<u>**Selection Process**</u>:

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Interested faculty members will provide a 250-word statement describing relevant background and experience; Academic Senate Executive Committee will review applications and make recommendations to VPAA; VPAA approves selections.

In reviewing applications and making recommendations, the Academic Senate Executive Committee will consider Guided Pathways experience and/or service experience at the department and District levels. Strong candidates will have relevant backgrounds in and experience with the specific project they're applying to work on.

Preferred criteria for each workgroup include:

**Website redesign**: Preferred experience in the prior stage of the website redesign project, professional experience with website design and user-interface design.

**Program mapping**: Preferred: one Counselor, one chair from an academic department, one chair from a CE department.

**Integrated academic support & "backpack"**: Preferred: faculty members from STEM, Arts/Humanities, CE; considerable knowledge of and experience with existing academic supports at the College and webpage design preferred.

**Comprehensive FYE program**: Preferred: faculty members from Counseling, STEM, Arts/Humanities, CE; and prior experience with FYE programs and/or FYE professional development, new student orientation / onboarding / bridge programs.

**Development of interdisciplinary-taught FYE course**: Preferred: faculty members from Counseling, STEM, Arts/Humanities, CE; prior curriculum experience (writing or revising a COR, shepherding a COR through Curriculum Review process, serving on Cluster Tech committee, and/or serving on Curriculum Review Committee); prior FYE teaching experience, FYE professional development, and/or new student orientation.

**Received by AFA** _____