

2019-2020 PATHWAYS COUNSELING FACULTY COORDINATOR

12 Annual LHE, One-year Term, Reports to Associate VP of Instruction

- Co-Chair the Guided Pathways committee to make recommendations on the planning and implementation of the GPS Master Plan
- Partner with PATHWAYS INSTRUCTION FACULTY COORDINATOR to develop a plan of action, prioritize and manage the GPS activities that each will lead/co-lead
- Work closely with faculty, administration, and staff to organize, implement, and continue to develop Guided Pathways across the College
- Attend all Academic Senate meetings, and Academic Senate Executive Board meetings as needed.
- Share responsibility for being the faculty contact for Guided Pathways issues with the Pathways Instruction Faculty Coordinator.
- Provide reports to the Academic Senate and Academic Senate Executive Board at least each semester on Guided Pathways progress.
- Advise the Academic Senate on matters related to Guided Pathways
- Meet with the Academic Senate President on an at least annual basis.
- Oversee and facilitate the collaborative process to ensure the Guided Pathways master plan is integrated and supports other campus plans
- Work closely on Pathways planning groups or committee leads to ensure goals and key elements are being planned and implemented
- Set short-term and long-term goals and plans based on task groups and sub-groups for continued implementation and improvement
- Collaborate and lead the development of the Scale of Adoption Self-Assessment Plan and shepherd the plan through the shared governance process
- Attend Guided Pathways conferences and events to ensure College stays current with information and ideas
- Attend, participate and collaborate in GPS task groups and sub-groups for continued implementation and improvement
- Participate in Leading From the Middle sessions and other leadership sessions and training
- Attend, participate, collaborate, and communicate with Student Services and Instruction faculty, staff, and managers on GPS implementation strategies
- Work on generating campus-wide communication to inform campus community about GPS updates
- Coordinate and collaborate with Instruction, Student Services, and Administrative services on GPS implementation strategies and tasks
- Collaborate and participate in the planning of the Academic and Student Services Planning and Critical Information Summits
- Work closely with Institutional Research Department for research, reporting, and disseminating Guided Pathways information
- Serve as a liaison between various campus constituents on Guided Pathways
- Other duties as assigned related to Guided Pathways