

Teaching and Learning in a Texas Pathways Framework

Texas Pathways Institute #6:
Orientation Webinar 9.2.22





Howdy!

Dr. Cynthia Ferrell

Vice President, Texas Success Center

Dr. Christine Bailie

Director of Institutional Strategy, Texas Success Center

Dr. Martha Ellis

Senior Pathways Lead, Texas Success Center



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Welcome

Texas Pathways Team & Strategy

Pathways Institute Overview

Featured Speakers & Agenda-at-a-Glance

Advance Work

Review of Pre-Readings, Data, & Focus Group Protocols

Question & Answer

Feedback & Questions on Focus Groups Expectations

Funding Partners



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Ed Bowling



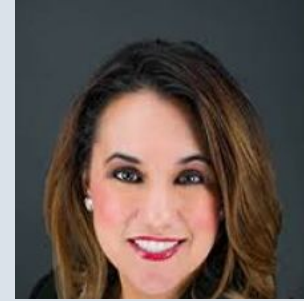
Dr. Eileen Baccus



Dr. Martha Ellis



Dr. Jo-Carol Fabianke



Dr. Linda Garcia



Dr. Angeline Godwin



Dr. Maria Harper-Marinick



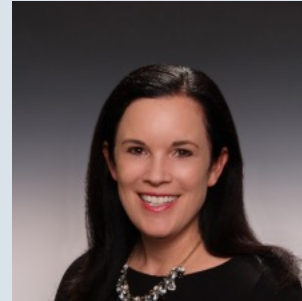
Dr. Tina Hart



Krista O'Neill



Dr. Mary Rittling



Laura Rittner



Dr. Linda Watkins



Dr. Linda Welsh



Dr. Ted Wright

PATHWAYS FRAMEWORK

Systemic whole-college reform helping students reach their goals



Learners From
Multiple Entry Points

Connect

Enter

Progress

Succeed

Ensuring Students Are Learning



Enter Careers, Earn
More Credentials, &
Transfer to 4-Year
Institutions

1. Mapping Pathways to Student End Goals

- Multiple entry points
- Default program maps
- Completion, further education, employment
- Guides through transition and transfer

2. Helping Students Choose and Enter a Program Pathway

- College readiness in 1st year
- Career exploration
- Early contextualization
- Accelerated remediation for most poorly prepared

Texas Pathways

Four Pillars of Essential Practices

3. Keeping Students on Path

- Strong, inescapable advising
- Clarity for education and career choices
- Predictable schedules
- Early intervention
- Academic and non-academic support

4. Ensuring that Students are Learning

- Program learning outcomes aligned with careers and further education
- Internships and apprenticeships
- Active culturally competent teaching practices

Ensuring Students are Learning



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Pillar 4 Essential Practices

4(a). Program learning outcomes are aligned with the requirement for success in further education and employment outcomes targeted by each program.

4(b). Students have ample opportunity to apply and deepen knowledge and skills through projects, internships, co-ops, clinical placements, group projects outside of class, service learning, study abroad and other **active learning activities that program faculty intentionally embed into coursework.**

4(c). Faculty programs **assess whether students are mastering learning outcomes and building skills across each program**, in both arts and sciences and career/technical programs.

4(d). Results of **learning outcomes assessment are used to improve teaching and learning** through program review, professional development, and other intentional campus efforts.

4(e). The college helps **students document their learning** for employers and universities through portfolio and other means beyond transcript.

4(f). The **college assesses effectiveness of educational practice** (e.g., using CCSSE or SENSE, etc.) and uses the results to **create targeted professional development.**

A group of five students are gathered around a round wooden table in a library. A young man in a striped shirt stands and points at a laptop screen. A young woman in a black polo shirt with a Georgia 'G' logo sits at the table, looking up at him. Another young woman with long blonde hair stands behind her, smiling. A young woman with long dark hair sits to the right, also smiling. A young woman with long red hair sits on the left, looking towards the group. The background is filled with bookshelves and a modern library interior.

Overview of Pathways Institute #6:

Teaching and Learning in a Texas Pathways Framework



Institute Purposes

As a result of actively engaging in this Institute, participating teams will:

- **Analyze quantitative and qualitative data** to gain insights into existing teaching and learning practices and their differential impact on student outcomes.
- Consider **findings and reflections from national experts** to inform the improvement of instructional programs within the whole-college pathways redesign efforts.
- Engage with fellow Texas community college colleagues in a peer learning network designed for **sharing and learning from the successful scaling of essential teaching and learning practices**.
- Develop detailed **action plans for improving teaching and learning practices** targeting improved student outcomes, especially for Black students, Latino students, and students from low-income backgrounds.

Who Should You Bring?

Institute Team – 7 from roles below

1. President/Chancellor/Chief Executive Officer
2. Chief Academic Officer
3. Pathways Lead (if different from CAO)
4. Core Academic Chair (representing top-enrolled programs, English, and/or math)/Transfer Lead
5. Career and Technical Education Lead/Adult & Continuing Education Lead
6. Instructional Innovation Lead/Academic Technology Lead
7. Optional:
 - Chief Student Services Officer
 - Dual Credit/CCRSM Lead
 - Chief Diversity and Inclusion Officer
 - Chief Professional Development Officer
 - Director of Learning Resources/Tutoring Lab/Library
 - Faculty Senate Representative
 - Institutional Research Lead



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Registration

[Link to registration](#); email on **September 7, 2022**

Discount code for your 7 covered team members

Registration deadline: October 13, 2022

- Hotel reservations made directly with hotel
- Room block will be released on October 13

Late registration is **for institute only**. Open through **November 4, 2022**.

Hotel: **Sheraton Dallas**
400 North Olive Street



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Connecting with your Pathways Coach

- Dedicated time for college team to meet 1-1 with coach
- Reserve your preferred time slot by 11/7
- 1-hour meeting
- Identify priority discussion topics
 - Getting to know the team
 - Leadership & new priorities
 - Progress made toward fulfilling April's Action Plan
 - Pillar 4 Essential Practices
 - QEP as related to high-quality instruction & student learning
 - Equity in student learning outcomes
 - Use of disaggregated student data for decision-making
 - Reflection on insights garnered from faculty & student voices



South Texas College



Agenda-at-a-Glance

Featured Speakers



Dr. Tia Brown McNair

Vice President in the Office of Diversity,
Equity, & Student Success
Association of American Colleges and
Universities (AAC&U)



Dr. Luis Ponjuán

Associate Professor, Higher Education
Administration, College of Education and
Human Development
Texas A&M University



Josh Wyner, J.D.

Founder & Executive Director of the
College Excellence Program
Aspen Institute



Pre-Institutes

Math Pathways & Corequisite Instruction: Next Steps

Continuous improvement of corequisite courses

- Leveraging students' assets
- Cultural & experiential lenses
- Developing belongingness
- Implementing corequisites with fidelity
- Faculty capacity to implement effective pedagogy

Presenters:

- Charles A. Dana Center

Ability-to-Benefit Workshop

Active Workshop

- Research findings
- Launch of new community of practice
- Development of statewide toolkit

Presenters:

- Dr. Tamara Clunis, Amarillo College
- Michelle Lamons, Amarillo College

Implementing & Scaling 8-Week Courses

Continuation of summer learning series (By invitation only)

- Capstone presentations of lessons learned and innovations underway
- Next steps => action planning

Presenters:

- Odessa College team
- Kilgore College team
- Grayson College team

Agenda-at-a-Glance



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Monday, November 14, 2022

10:00 - 1:30	Pre-Institute #1: Math Pathways and Corequisite Instruction: Next Steps for Equitable Student Access and Success <ul style="list-style-type: none">• Dr. Shelly LeDoux, Director of Professional Learning, Charles A. Dana Center• Dr. Connie Richardson, Manager of Higher Education Course Services, Charles A. Dana Center• Frank Savina, Course Program Specialist, Postsecondary Mathematics, Charles A. Dana Center• Aanand Vasudevan, Policy and Implementation Specialist, Charles A. Dana Center
	Pre-Institute #2: Ability-to-Benefit Workshop: Developing a Toolkit for Texas <ul style="list-style-type: none">• Dr. Tamara Clunis, Vice President of Academic Affairs, Amarillo College• Michelle Lamons, Adult Education Director, Amarillo College
	Pre-Institute #3: Implementing & Scaling 8-Week Courses for Pathway Transformation <ul style="list-style-type: none">• Dr. Greg Williams, Chief Executive Officer, and the Odessa College Team• Dr. Brenda Kays, Chief Executive Officer, and the Kilgore College Team• Dr. Jeremy McMillen, Chief Executive Officer, and the Grayson College Team
2:00 - 3:15	Opening Plenary <ul style="list-style-type: none">• Dr. Tia Brown McNair, Vice President, Office of Diversity, Equity, and Student Success and Executive Director for the Truth, Racial Healing, and Transformation (TRHT) Campus Centers at the American Association of Colleges and Universities (AAC&U)
3:30 - 4:45	Team Strategy Time 1
5:00 - 7:00	Reception & Texas Celebration

Let's Celebrate, Y'all



5th Anniversary of Texas Pathways



All Texas colleges committed to institutional transformation



Improving equity gaps in student success for 7 Early Momentum milestones



Effective peer learning network

Boots and hats are highly encouraged for the reception party



TEXAS PATHWAYS



Agenda-at-a-Glance



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Tuesday, November 15, 2022

7:30 - 9:00	Breakfast
9:00 – 9:55	Concurrent Sessions
10:10 - 11:30	Team Strategy Time 2
11:30 – 1:15	Awards Luncheon
1:30 – 4:00	Leadership Roundtable (CEOs Only) <ul style="list-style-type: none">• Josh Wyner, Executive Director, College Excellence Program Aspen Institute
1:30 – 2:30	Birds of a Feather
2:45 - 3:40	Concurrent Sessions
4:00 - 5:00	Team Strategy Time 3
5:00	Dinner on Your Own

Agenda-at-a-Glance



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Wednesday, November 16, 2022

7:30 - 9:00	Breakfast
9:00 - 10:00	Team Strategy Time 4 (Action Planning)
10:15 – 11:30	Closing Plenary <ul style="list-style-type: none">• Dr. Luis Ponjuán, Associate Professor, Higher Education Administration, College of Education and Human Development, Texas A&M University



Call for Proposals

Topics

- ❖ Equitable Teaching and Learning Practices
- ❖ Experiential Learning
- ❖ Alignment and Assessment of Program Learning Outcomes
- ❖ Systems for Institutional Improvement
- ❖ College Readiness

Due September 26, 2022:

<https://www.surveymonkey.com/r/NV6TH2Y>

TPI is switching to low-tech, high-engagement presentations.

TSC will not provide A/V. However, wi-fi will be available in concurrent session rooms. Slides and handouts may be shared virtually if submitted to TSC's Document Center by November 7th.



Advance Work

Advance Work

Pre-Readings:

- Flores, K., Ybarra, S., & Fabianke, J. (2022). [Progress Scaling Texas Pathways: Ensuring Students Are Learning](#). Austin, TX: Texas Association of Community Colleges, Texas Success Center.
- Association of American Colleges and Universities (2021). [Paths to Success: How Community Colleges Are Strengthening Guided Pathways to Ensure Students Are Learning](#). Edited by Tia Brown McNair and Lucie Bonneville.
- Jenkins, D., Lahr, H., Mazzariello, A. (September 2021). [How to Achieve More Equitable Community College Student Outcomes: Lessons From Six Years of CCRC Research on Guided Pathways](#). Columbia University, Teachers College, Community College Research Center.
- Center for Community Colleges Student Engagement (2020). [Teaching and Learning Within a Guided Pathways Framework: A Playbook](#). Austin, TX: The University of Texas at Austin, College of Education, Department of Educational Leadership and Policy.



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Progress Scaling Texas Pathways

Pillar 4 – Ensuring Students are Learning



Overview

The fourth pillar of the Texas Pathways strategy outlines the essential practices that support student learning in coursework and across program plans. Upon program completion, students should be equipped with the knowledge and skills required for success in employment and further education in a given field. To ensure students are learning, Texas community colleges are defining program learning outcomes and supporting teaching strategies to create engaging courses across programs. In this brief, we report the scale of implementation of the Pillar 4 practices, examples of college practices, and recommendations for continued progress.

July 2022

Advance Work

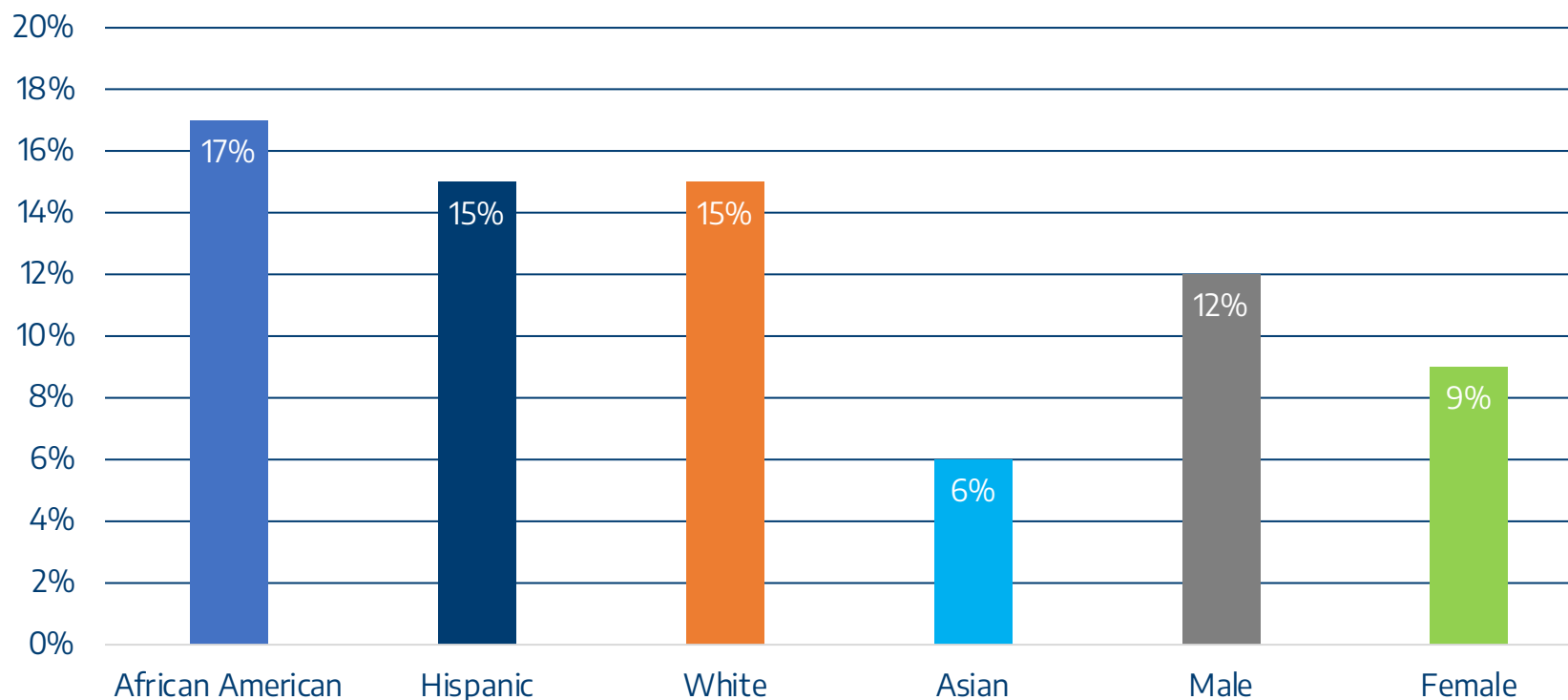


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Data Collection:

- Completion of 0 credit hours in Fall 2021, by percentage (#/total enrolled)
- Disaggregated by race/ethnicity and gender
- Simple document is fine; recommend PPT slide
- Submit in TSC's DOCUMENT CENTER to share with your coach and bring copies to use during Team Strategy Time

Students Completing Zero Credits, Fall 2021 Semester



Focus Group Discussion Guides



Objectives for Student Focus Group:

- To understand the learning experiences of students.
- To understand what motivates students to engage in their learning.
- To understand how faculty and peer relationships impact student learning.
- To understand what motivates students to engage in academic support services, and what types of barriers hinder access to these services.

Objectives for Faculty Focus Group(s):

- To learn what practices, systems, and classroom strategies promote effective teaching and learning.
- To understand the innovative practices that faculty are utilizing in their classes to promote learning.



Focus Groups

Student

Target Audience:

- Mix of students enrolled in academic transfer programs & workforce programs
- Purposeful sample of students from multiple instructors
- Demographically diverse sample

Required for all cadres.

Faculty

Target Audience:

- Mix of instructors in academic transfer programs and workforce programs
- Mix of full-time and adjunct instructors
- Demographically diverse sample

Required for all cadres.

Faculty

Target Audience:

- Corequisite instructors
- Mix of math and English faculty
- Mix of full-time and adjunct instructors
- Demographically diverse sample

**Recommended: 1+ & 1.
Optional: Cadres 2 & 3.**

Advance Work: Focus Group Package



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What you will receive for Student Focus Group	
Student Focus Group Discussion Guide	All information relating to the expectations of the student focus group is discussed
Student Focus Group Report Template	Synthesize findings to prepare for Team Strategy Time
Student Consent Form	Determine IR requirements for your institution
Profile Sheet for Students	Collect data on characteristics of participants
What you will receive for Faculty Focus Group(s)	
Faculty Focus Group Discussion Guide	All information relating to the expectations of faculty focus groups are discussed
Faculty Focus Group Report Templates	Synthesize findings to prepare for Team Strategy Time
Faculty Consent Form	Determine IR requirements for your institution

Focus Group Discussion Guides



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Texas Pathways Institute #6

Teaching and Learning in a Texas Pathways Framework Student Focus Group Discussion Guide

Outcomes for the Student Focus Group Discussion:

1. To understand the learning experiences of students.
2. To understand the what motivates student to engage in their learning.
3. To understand how faculty and peer relationships impact student learning.
4. To understand what motivates students to engage in academic support services, and what types of barriers may hinder access to these services.

Customized Questions for T

Each college is asked to include Learning and Student Success in blue). A demographically diverse and workforce programs should experiences of students served.

Leadership teams will share the and use the information to inform Institute in November 14-16 in

Selecting Students for the St

- All Colleges: Cadres 1-1.2 and
- Each college should recruit transfer programs, and 2)
- Recruit a diverse group of
- Recruit students to capture
- Conduct one focus groups
- Synthesize what you heard

Timeline for Advance

September 2: Pathways Leads Texas Pathways Institute #6

September 7: Pathways Leads Focus Group Guides, (b) Student Profile Sheet for Students, and

September 7 - October 21: Ret you learned from the students created and submitted for sta

Adapted from the Center for Commu at Austin ©2017. Permission granted

Student Focus Group Questions

Required Topics	Questions
Educational Goals	<ul style="list-style-type: none"> Please introduce yourself and share why you decided to attend this college. What is your educational goal? (e.g., Upgrade skills for a promotion? Learn new skills to prepare for career change? Certification? Degree? Transfer?) Describe how or when this college provided you with a plan to achieve your educational goal? What does this college do well that enables you to learn new skills and/or the knowledge you need to make progress toward your educational goal?
Learning Experiences	<ul style="list-style-type: none"> How would you describe your best courses? What happens in them? Thinking about your courses at this college, describe an experience where you were totally engaged in the class. Did you notice a difference in your learning of the material compared to other classes where you did not have this type of experience? How do you typically try to reach/communicate with faculty when you need to contact them? In your experience at this college, how do faculty take steps to meet the learning needs of students?
Faculty and Peer Relationships	<ul style="list-style-type: none"> In what ways have relationships with faculty assisted you in learning the course materials? What things do faculty do that helps you feel like an important member of the college's learning community? What steps would you recommend faculty take to build a relationship with you? How do you form relationships with other students in your courses? How important are peer relationships in assisting you in learning the course material? What steps could faculty take that would enable you to better learn from your peers? Have you ever participated in a study group at the college? <ul style="list-style-type: none"> o If yes, was it helpful? Why or why not? o If no, why not?
Academic Support Services	<ul style="list-style-type: none"> Have you ever participated in academic support services at this college such as tutoring, supplemental instruction, writing or math labs, etc.? <ul style="list-style-type: none"> o If yes, who suggested it? Was it helpful? Why or why not? o If no, why not? What steps could faculty or the college take to help you understand what types of academic support services are available? How could faculty or the college make it easier for you to utilize the academic support services available at this college?
Student Recommendations	<ul style="list-style-type: none"> What is one thing you would improve at this college to help students succeed in their classes? What advice would you give a friend or family member planning to attend college on how to be successful in college? Is there anything else you would like to share with us about your experiences learning at this college?

Faculty Focus Group Questions: Workforce and Academic Faculty

Topics	Workforce and Academic Faculty Questions
General Information About Participants	<ul style="list-style-type: none"> Please introduce yourself, how long have you taught in your career and at our college, and your teaching field. What inspired you to become a community college faculty member? What is your favorite course to teach and why?
Teaching Strategies	<ul style="list-style-type: none"> What are the qualities of an effective faculty member (e.g., knowledge/experience, good teaching skills, caring about students, etc.)? How would you describe the culture at your college as it pertains to teaching and learning? Think about the courses you teach. To what extent have you integrated active learning practices into your courses? <ul style="list-style-type: none"> o How are your activities structured so that all students are engaged? o What strategies do you use if you notice a student is not engaged? Paint a picture of what collaborative learning looks like in your courses. How do your students respond to it? How do you incorporate cultural awareness and inclusivity into your classes? What is the biggest challenge to implementing engaging teaching strategies? How have you overcome this challenge? How do you build relationships with students during the semester? How do you encourage students to build peer relationships during the semester? What professional development opportunities have the college provided to faculty to develop strategies such as active teaching, culturally relevant and inclusive teaching, faculty-student communication, and assessment? What kinds of PD would you like to engage in to develop your teaching craft?
Learning Outcomes	<ul style="list-style-type: none"> As you are designing and teaching a course, describe how you know that learning is going on and what you want to be able to observe when learning is happening. How do you assess if your teaching practices result in student learning in your classroom? How does the college provide you with the data you need to ensure that students from different backgrounds (i.e. ages, race/ethnicity, and income
	<ul style="list-style-type: none"> While content mastery is important, what other learning skills do you think are important for students to master? How does the college engage you in the development of student learning outcomes at the course level? At the program level? How do you incorporate course-level student learning outcomes into your learning assessment process? How aware are you of the program learning outcomes associated with what students need to know and be able to do upon completion of a program? How do you incorporate program learning outcomes into your learning assessment process for your courses? How has your department or college integrated feedback from employers or transfer institutions to improve program learning outcomes for graduates/transfer students?
Faculty Recommendations	<ul style="list-style-type: none"> What would you recommend as the most important things faculty can do to help students succeed inside the classroom? To help student achieve their educational <u>goals</u>? What would you recommend the college do to support the teaching and learning efforts of faculty? Is there anything else you would like to share with us?

Faculty Focus Group Questions: Corequisite Math and English Faculty

Topics	Corequisite Faculty Questions
General Information About Participants	<ul style="list-style-type: none"> Please introduce yourself, including how long have you taught in your career and at our college, and what your teaching field is. What inspired you to become a community college faculty member? What is your favorite course to teach and why?
Corequisite Teaching Strategies	<ul style="list-style-type: none"> What are the qualities of an effective faculty member (e.g., knowledge/experience, good teaching skills, caring about students, etc.)? How would you describe the culture at your college as it pertains to teaching and learning? How would you describe the design of the corequisite course you teach? Which features of your corequisite course matter most for students' learning? How do you know? Math faculty, how does the corequisite course design vary for different courses such as college algebra, statistics, math for business, and contemporary mathematics? <ul style="list-style-type: none"> o Why do you think <u>this matters</u> for student success? Think about your corequisite/gateway course. To what extent have you integrated active learning practices into your courses? <ul style="list-style-type: none"> o How are your activities structured so that all students are engaged? o What strategies do you use if you notice a student is not engaged? Paint a picture of what collaborative learning looks like in your courses. How do your students respond to it? How do you incorporate cultural awareness and inclusivity into your classes? What is the biggest challenge to implementing engaging teaching strategies? How have you overcome this challenge? How do you build relationships with students during the semester? How do you encourage students to build peer relationships during the semester? What professional development opportunities have the college provided to faculty to develop strategies such as active teaching, inclusive teaching, faculty-student communication, and assessment? What kinds of PD would you like to engage in to develop your teaching craft?
Learning Outcomes	<ul style="list-style-type: none"> As you are designing and teaching a course, describe how you know that learning is going on and what you want to be able to observe when learning is happening. How do you assess if your teaching practices result in student learning in your classroom? Will you share a favorite moment when you knew students were learning? How does the college engage you in the development of student learning outcomes for corequisite courses? How do you incorporate course-level student learning outcomes into your learning assessment process? How does the college provide you with the data you need to ensure that students from different backgrounds (i.e. ages, race/ethnicity, and income levels) are learning in your classroom? <ul style="list-style-type: none"> o [If the respondents answer they do not receive any data] What student performance data would you like to receive to assist you in better serving students from various backgrounds? While content mastery is important, what other learning skills do you think are important for students to master in a corequisite course?
Faculty Recommendations	<ul style="list-style-type: none"> What would you recommend as the most important things faculty can do to help students succeed inside the classroom? To help student achieve their educational <u>goals</u>? What would you recommend the college do to support the teaching and learning efforts of faculty? Is there anything else you would like to share with us?



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[illegible]

Things to Consider



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Logistical Planning


- Consult with IR to inform them of this study and seek guidance
- Student recruitment
- Faculty recruitment
- Room Reservations
- Will you want to record the focus groups?
- Who will serve as facilitator for each focus group?
- Who will serve as the notetaker for each focus group?
- Who will write up the report?

Student Form

Profile Sheet for Students

- Individual sheets will be
 - Collected; not turned into TSC
- Report aggregate data
 - Regarding who participated (sub-pops)
 - Include in Student Focus Group Report

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Profile Sheet for Credit Students

What are you studying at the college?

Is this your first term at this college?

☐ Yes
☐ No

What is your enrollment status?

☐ Full-time
☐ Part-time

Is this the first college you have attended, or did you attend a college elsewhere?

☐ Started here
☐ Started elsewhere

How many **TOTAL** credit hours are you enrolled in this term?

☐ 3 or fewer
☐ 4-6
☐ 7-14
☐ 15 or more

What is the highest academic credential you have earned?

☐ None
☐ High School Diploma or GED Associate Degree
☐ Vocational/Technical certificate
☐ Associates Degree
☐ Bachelor's Degree
☐ Master's Degree
☐ Doctoral/Professional Degree

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Consent Form for Students

Thank you for joining us to discuss learning at [Name of College]! We appreciate your willingness to talk with us.

Participation in this focus group is entirely voluntary. You are free to decline to be in the project at any time, and your refusal will not influence current or future relationships with [Name of College].

The faculty and staff of [Name of College] are committed to doing all we can to help students be successful. The purpose of conducting student focus groups is to learn about your experiences at this college and to hear your thoughts about what we can do to help you be successful and achieve your goals.

Students who participate in the project will be asked to complete a short student survey.

The information gathered in this focus group discussion will be summarized by the [focus group staff], and the college administration will receive a summary of the discussion. Participant comments may be recorded for the sole purpose of maintaining an accurate record of the discussion that will be a reference for any reports derived from the discussion. Information derived from this focus group discussion may be used in publications and presentations to further the educational goals of this community college. All written publications and reports will exclude any information that will make it possible to identify individual participants as project participants.

[Name of College] needs a signed consent form for every student participating in this focus group project.

By signing this consent form, you agree to participate in the project.

The records from this project will be stored securely and kept confidential. Individual participant responses will be kept confidential; however, in the event that a participant indicates a clear, serious, and direct harm to self or others, confidentiality will be broken and necessary information will be reported to a college counselor. Authorized persons from the college have the right to review focus group records and will protect the confidentiality of those records to the extent permitted by law.

If you have any questions about this project, please contact us [Focus Group Coordinator] at [phone] or [e-mail]. You will be given a copy of this information to keep for your records.

Consent

_____, a student at [Name of College] understand that:

1. I am agreeing to participate in a focus group at any time.
2. This focus group may be audio recorded and/or transcribed for the purpose of maintaining an accurate record of the discussion that will be a reference for any reports derived from the discussion. **Only use this sentence if recording the session**
3. The information gathered in this focus group will be summarized by the [focus group staff], and the college administration will receive a summary of the discussion.
4. Information derived from this focus group discussion may be used in publications and presentations to further the educational goals of this community college.

I have read and understand this consent form and agree to voluntarily participate in this project.

Participant's Signature

Adapted from the Center for Community College Student Engagement Focus Group Guide. The University of Texas at Austin ©2017. Permission granted for unlimited copying.



Consent Form for Faculty

Thank you for joining us to discuss teaching and learning at [Name of College]! We appreciate your willingness to talk with us.

Participation in this focus group is entirely voluntary. You are free to decline to be in the project at any time, and your refusal will not influence current or future relationships with [Name of College].

[Name of College] is committed to doing all we can to help students be successful. The purpose of conducting focus groups with faculty is to learn about your perspectives on teaching and learning in your courses and how the college can support faculty to impact student success.

Faculty members who participate in the project will participate in a 60- to 90-minute focus group.

The information gathered in this focus group will be summarized by the [focus group staff], and the college administration will receive a summary of the discussion. Participant comments may be recorded for the sole purpose of maintaining an accurate record of the discussion that will be a reference for any reports derived from the discussion. Information derived from this focus group discussion may be used in publications and presentations to further the educational goals of this community college. All written publications and reports will exclude any information that will make it possible to identify individual participants as project participants.

[Name of College] needs a signed consent form for every faculty participating in this focus group project.

By signing this consent form, you agree to participate in the project.

The records from this project will be stored securely and kept confidential. Individual participant responses will be kept confidential; however, in the event that a participant indicates a clear, serious, and direct harm to self or others, confidentiality will be broken and necessary information will be reported to a college counselor. Authorized persons from the college have the right to review focus group records and will protect the confidentiality of those records to the extent permitted by law.

If you have any questions about this project, please contact us [Focus Group Coordinator] at [phone] or [e-mail]. You will be given a copy of this information to keep for your records.

Consent

_____, a faculty member at [Name of College] understand that:

1. I am agreeing to participate in a faculty focus group and I am free to discontinue/leave the focus group at any time.
2. This focus group may be audio recorded and/or transcribed for the purpose of maintaining an accurate record of the discussion that will be a reference for any reports derived from the discussion. **Only use this sentence if recording the session**
3. The information gathered in this focus group will be summarized by the [focus group staff], and the college administration will receive a summary of the discussion.
4. Information derived from this focus group discussion may be used in publications and presentations to further the educational goals of this community college.

I have read and understand this consent form and agree to voluntarily participate in this project.

Participant's Signature

Date

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Consent Forms

Secure Consent for all Focus Groups

- Consent form required for all students and faculty
 - college or TSC templates
- Inform your IR of this study
- Individual sheets collected for college's records (not turned into TSC)
- Participants receive copy of blank form for their records



Texas Success Center

Analyzing the Data



Focus Group Report Templates

- Customize templates for your college (name/logo)
- Synthesize data for students => 1 Report
 - Aggregate student data
 - Select quotes that best represent student experience
- Synthesize data for faculty => 1-2 Reports
 - Use customized templates (general & corequisite)
 - Aggregate faculty data
 - Select quotes that best represent faculty insights
- Pathways lead to share final report with CEO, attendees of Pathways Institute, and Pathways coach

**Submit Focus Group Reports
to TSC's Document Center by 11/7**



Feedback & Questions?



Texas Success Center

Hold the Dates



Texas Success Center

Event Logistics

- **September 7:** Registration opens; All presenters and attendees attending Pre-Institutes must register
- **October 13:** Registration deadline; hotel block released
- **November 4:** Pathways leads and coaches receive Team Strategy Time documents; 1-1 meetings should be scheduled with your coach

Advance Work/Focus Groups

- **September 2:** Pathways leads orientation webinar (recording on [Texas Pathways #6 event page](#))
- **September 7:** Pathways leads receive advance work package, including: (a) focus group discussion guides (x2) with focus group questions, (b) consent forms (x2) for faculty and students, (c) profile sheet for students, (d) focus group report templates (x3), and (e) link to registration portal and college discount codes
- **November 7: LAST DAY TO SUBMIT FOCUS GROUP REPORT.** Upload faculty/student focus group reports and Data to the Document Center on the [Texas Pathways #6 event page](#)

Call for Proposals for Concurrent Sessions

- **September 2:** Call for proposals open
- **September 26:** Proposal submission deadline
- **October 4:** Selections announced
- **October 13:** All presenters must be registered
- **November 7:** Deadline to submit session materials to share at Institute



Thank You!



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