



SUNY GUIDED PATHWAYS COACHING: THE PRACTICAL AND THE TACTICAL

**COACHING RETREAT
AUGUST 7, 2019**

SESSION OBJECTIVES

- Define the SUNY Guided Pathways State Coach role
- Clarify communication and meeting expectations
- Introduce Institute format
- Preview Institute #1 Agenda and pre-work
- Set expectations for next steps

WHAT IS THE PURPOSE OF SUNY GP COACHES?

- Guide college teams through the Institutes and associated activities
- Help teams overcome challenges and obstacles in planning and implementation
- Act as a conduit between college teams and institute presenters
- Facilitate Short-term Action plan progress

COMMUNICATION

- Email check-ins
 - Any time coach-college teams
 - No set schedule
 - Utilize polls like doodle to schedule calls
- Phone calls
 - Coach-college teams: monthly
- During institutes
 - Coach-team facilitators: morning of institute day 1
 - Team strategy sessions
- With Institute planning team/lead coach
 - Coach-lead coach: monthly
 - Coaching team: monthly

DISCUSSION

- Talk about communications you have had so far with team members:
 - Have TF or EL responded to your intro letters?
 - What questions do they have so far?
 - What has the overall tone of communications been to date?
 - Positives?
 - Anticipated challenges?

PREPARING FOR AN INSTITUTE

- Reviewing pre-work
 - Completed work distributed ~5 days before pre-institute event
 - Review to help set goals for institute
- Getting to know agenda
 - Keynotes
 - Concurrent sessions
 - Time and location of team strategy sessions

INSTITUTE #1 AGENDA AND COACH RESPONSIBILITIES

Agenda

INSTITUTE #1 AGENDA AND COACH RESPONSIBILITIES

Coaching responsibilities

- Pre-institute event
- Coaches meeting and dinner
- Coach-Team Facilitator meeting
- Large sessions
- Concurrent sessions
- Team strategy sessions

SETTING TEAM GOALS

- Goals for the institute
- Based on pre-work and SOAA
- Convey during first meeting

SETTING TEAM GOALS

- Based on your teams' SOAA, compose 1-2 goals for the team for the first institute
 - These may change once you see pre-work
 - Shoot for SMART goals
 - Think about finite goals to be met during the institute

COLLEGE CALLS

- Monthly (or more if needed)
- Plan 60 minutes (but ok if shorter)
- Set an agenda including questions you will ask
- Follow-up with email summary
- Document and send to Jess

FIRST CALLS

- Second half of august
- Agenda
 - Get to know each other
 - Assess starting point for colleges
 - What have they already been doing?
 - Who is involved in GP so far at the college?
 - Home teams?
 - Campus engagement activity?
 - Discuss “the process”
 - Pre-work for institutes
 - Building institute teams
 - Preparing institute teams
 - Preview your communication schedule
 - SOAA review
 - Share your findings from today’s work
 - Ask some of the questions you have based on today’s work
 - Ask participants what questions they have about their college’s SOAA
 - Wrapping up calls
 - Let participants know you will follow up with a summary via email
 - When will you schedule next call?
 - When will you follow up with any questions they have?

FIRST CALLS

- Compose the agenda for your first calls with teams
 - 30-60 minutes
 - Provide skeleton agenda to teams prior to call
 - Consider using Zoom (free version allows up to 40-minute meetings)

WRAPPING UP THE RETREAT

The book

- Introduction
 - Video collection on OER
- Reading schedule:
 - September team meeting: pg. 17-34
 - October team meeting: pg. 35-54
 - November team meeting: pg. 55-78
 - December team meeting: pg. 79-104
 - January team meeting: pg. 105-132
 - February team meeting: pg. 133-158
 - March team meeting: pg. 159-184
 - April team meeting: pg. 185-end
- Next steps
 - August college team calls
 - Answer polls for upcoming coaching team meetings
- Please ask questions!
- Travel paperwork