Bylaws
Guided Pathways Steering Committee
Rio Hondo College

Charge
The Guided Pathways Steering Committee, as a sub-committee of the Academic Senate, makes recommendations concerning the direction, design, and implementation of Guided Pathways to the Academic Senate and the District. The Guided Pathways framework creates a highly structured approach to student success that provides all students with a set of clear course-taking patterns that promotes better enrollment decisions and prepares students for future success. The framework integrates support services in ways that make it easier for students to get the help they need during every step of their community college experience. The committee strives to leverage pathways work to close equity gaps by identifying and addressing causes of inequity, removing systematic barriers, and focusing on design decisions and resource allocation in ways that more effectively address the needs of disproportionately impacted students.

Membership
Faculty (23):
- One (1) Academic Senate representative
- One (1) Instructional faculty elected from each academic division
- Two (2) at-large counseling faculty
- One (1) career counseling faculty
- Articulation Officer or designee
- Curriculum Committee Chair or designee
- Equity Coordinator or designee
- Institutional Effectiveness Coordinator or designee
- Library representative
- Online Education Coordinator or designee
- Outcomes Coordinator or designee
- Staff Development Coordinator or designee
- Guided Pathways Faculty Liaison

Students (2):
- Two (2) students selected by the ASRHC

Classified Staff (7):
- One (1) from Admissions and Records
- One (1) from Division secretary or clerk
- One (1) from Financial Aid
- One (1) from Information Technology
- One (1) Research Analyst
- One (1) Instructional Assistant
- One (1) Web Developer
Administrators (4):
- One (1) Counseling Dean
- One (1) CTE Dean
- Two (2) Division Deans

Terms: Committee members shall serve a term of two (2) years and may serve consecutive terms. Students shall serve a one (1) year term.

Structure
Leadership: The Chair shall be elected by majority vote of the members present. The Secretary shall be elected by majority vote of the members present.

Sub-Committees: Ad hoc committees shall be formed by majority vote of those members present. These committees shall be charged and will serve for a period of time to be determined at their formation.

Meetings
Frequency: This committee shall meet during the fall and spring semesters at least once a month.

Agenda: The Chair shall develop the agenda. Items for agendas may be suggested by members of the committee for future consideration.

Minutes: The Secretary shall record the minutes and present them for approval.

Action Items: The Guided Pathways Steering Committee shall use Robert’s Rules of Order. The committee will strive to make decisions by consensus. If census cannot be reached, then items will be decided by a majority vote of the members present.

Quorum: A quorum shall be 50% plus one of the voting members. Committee members are encouraged to find a substitute to represent their area if they are unable to attend. These substitute members will have voting rights and count towards a quorum. Committee members with consistent absenteeism will be asked to find a formal replacement for their membership.

Bylaw Review
The bylaws of the Guided Pathways Steering Committee will be reviewed and updated as necessary. An ad hoc committee shall be formed for this purpose. Changes to the bylaws will be decided by a two-thirds (2/3) vote of the membership.

These bylaws were approved by the Guided Pathways Steering Committee on 10/2/2019