

## **Guided Pathways Steering Committee Meeting Minutes for March 11, 2022**

**Present:** Lydia Gonzalez, Viviana Villanueva, Albert Bretado, Alice Mecom, Alyson Cartagena, Angela (?), Brian Young, Carol Sigala, Eric Olson, Gisela Spieler-Persad, Katie O'Brien, Marissa Young, Mike Garabedian, Miyo Stevens-Gandara, Sable Cantus, Sally Willsey, Vann Priest, Grant Linsell

**Additional Attendees:** Don Miller, Brandy Thomas, Markelle Stansell

Lydia introduced Brandy Thomas, the new Guided Pathways regional coordinator. Brandy has been involved in Guided Pathways efforts as a faculty member, an administrator, and as a student equity practitioner, so she brings all those different lenses to her work. She is excited to partner with Rio Hondo to help support our efforts.

The meeting was called to order at: 10:17 a.m.

**Minutes – Approval for 12/10/21 Meeting** – The December 10, 2021 minutes were approved unanimously with no edits. Moved by Katie and second by Vann.

Alice reported that she will get all signatures on the Scale of Adoption on Monday, March 21<sup>st</sup> since the deadline is during our Spring Break.

**Student Equity Report** – Ceci reported that we are slowly getting info. from the Chancellor's Office regarding the Student Equity Plan (SEP) 2.0. A couple webinars have been hosted and some information has been released however we don't have our data or final planning documents yet. As soon as those are released, we can engage in more conversation about who we will approach the SEP 2.0, which is going to be due November 30, 2022. Ceci also reported that there will be an advisory meeting next Thursday, March 17 from 11am-12pm regarding the Black Scholars Program at RHC. More information will be shared about the work we have been doing to reach out to our black students on campus. Ceci encouraged folks to send her an email if they are interested in attending.

**Outcomes Report** – In regards to our upcoming accreditation visit. Alyson reported that two samples of materials were requested by ACCJC re: DE and Outcomes. Unfortunately, in that sample of the outcomes (to ensure outcomes statements were correct and included on all syllabi), there was a 42% error rate. Luckily, we had some time and faculty worked to make changes/updates, but a 42% error rate is troublesome. The Outcomes Committee had already made a recommendation to Senate about how to integrate our curriculum and outcomes statements to improve quality control. Senate Exec has that recommendation now and they're going to wait until after the ACCJC visit to receive feedback from them before deciding our best approach to make improvements in this area.

**New Transfer Committee Report** – 2022 graduation petitions are due by April 8. Lydia showed the group that flyers for the grade petitions as well as the Virtual Transfer and Re-Entry Student Conference flyers are displayed on the main RHC website.

The Summer Scholars Transfer Institute (SSTI) is an intensive 10-day residential program partnership at UC Irvine that will be held Friday, July 22 through Sunday, July 31. Students will gain valuable transfer experience. The deadline to apply is April 15. The institute is free and all students are welcome to apply. Applications will be ranked based on if students need the specific courses (SOC 114, SPCH 101) on their ed plans, etc.

**Student Success Teams (SSTeams) Update** – Jim Sass from IRP is in the middle of the SSTeams evaluation. He conducted a student survey in the fall, part one of which was reported out at the December GPSC meeting. He has part two complete, which he will present to the group in April. He's currently working on a survey for the SSTeams themselves. There will be 2 surveys: one is specifically for new Success Coaches and one will be an overarching survey for each Success Team to complete. Grant asked for a question to be included related to available time resources...i.e., if the coaches think that the tasks they are assigned match up to the time allocated? Currently they work 19 hours per week. A potential question could be "Is your workload achievable in your allocated hours. Do you need more time to do the work that you have, or less?" Viviana reported that the teams are doing outreach efforts: 0-15 units to get them to register for late start classes; students with 45+ units with English and math transfer-level completed to do a degree audit, which will let them know if they qualify for any degrees already; and students with 45+ unit who have not completed transfer-level math and English.

Michaela Brehm will be working on a Title 5 grant soon and other grants where we hope to write in SSTeams in an effort to move toward institutionalizing them.

**GP Needs Assessment** – The GP budget is uncertain moving forward and could potentially be one-third of the previous budget. We need to institutionalize Student Success Teams, which are designed to be headed by Academic Deans, staffed across constituency groups, and act as a bridge between Academic Affairs and Student Services. We will use IRP's GP evaluation from Spring 2022 to inform ongoing staffing needs and priorities. We also need to integrate the GP budget with Equity and grants. Proportional staffing may be needed for larger AOIs. We will also need to take stock of our committees and resources on this campus to identify overlaps and gaps. Curriculum on the Pathways website and in Career Coach should be updated annually.

Related to the GP tri-chairs, we may wish to reimagine these roles moving forward, or at the very least clarify the roles and responsibilities. Currently Lydia is receiving 40% and Angelica and Viviana are both receiving 30%. We may wish to centralize coordination of the SSTeam roles across AOIs (SSTeam Faculty Coordinator, SSTeam Counselor Coordinator, SSTeam Success Coach Coordinator).

It is recommended that we keep the Guided Pathways Steering Committee, which will meet as needed. The group should recommend priorities each term, communicate tasks with other steering committees to integrate work, and form cross-functional workgroups as needed.

SSTeams – There are 10 Academic AOs + Continuing Ed/Noncredit + Undecided

TOTAL = \$323,380 per year

Costs are estimates based on GP Budget with Projections 2021 document:

1. 8 Success Coaches annually (3 other coaches paid from BSI, CARES, STEM) - \$125,380  
Coaches worked 19 hrs/wk during the semester, 30 hours over Winter, 15 hrs/wk over 10 weeks in summer
2. 10 Lead Counselors (5 hrs/wk \* 16 weeks \* 2 semesters) = \$110,000
3. 8 Academic Faculty Leads (5 hrs/wk \* 16 weeks \* 2 semesters) = \$88,000 (used counselor average to estimate, PE and Arts not currently staffed)

Annual Summer Pathways Website Update – Summer 2022 - \$14,587 (3 counselors, 200hrs total)

- Add new Ethnic Studies GE (Area F) to all maps with CSU GE; this will include revising maps that double-count all three area D courses and the majors that have courses approved for Area F.
- Remove pre-transfer level English and math courses from major course requirements as well as RHC competency requirements lists for all local degrees
- Map new and revised programs that appeared in the catalog addendum
- Items we take care of every year:
  - o Map new and revised programs
  - o Identify what programs include courses that have new GE and/or CU transferability determinations that impact maps; revise maps accordingly
  - o Update all course-level data from CurriQunet, GE lists, etc.

We would love to add job developers to the teams to help connect students to local businesses and industry partners.

Brandy reported that GP funding is very fluid at the moment. There are one-time funds of \$50 million that are allotted right now, but we don't know how these funds will be distributed. She posted in the chat:

*From the joint analysis 21-22 budget: Guided Pathways. The enacted budget includes \$50 million one-time to continue implementation of Guided Pathways, to be allocated as grants to community colleges by the same method used for the prior funding:*

- 20% awarded equally among participating colleges;
- 35% awarded based on the percentage of FTES at each participating college; and
- 45% awarded based on the percentage of students at each college that is eligible for Pell Grants.

*To receive funding, colleges must demonstrate their continued commitment to implement a Guided Pathways framework by submitting an updated workplan. The plan is to include a description of the college's efforts to integrate existing student success programs into the work, including the Student Equity and Achievement program, associate degrees for transfer, zero-textbook-cost degrees, adult education, and the Strong Workforce Program. The Guided Pathways funding will be available for use through June 30, 2026.*

Don said if it turns out that we have to rely on reduced funding at one-third of what it previously was, can we project what we might want to focus on next year and in the upcoming years? Also, if we look for other funding sources from general fund or grants, what do we envision we could do with additional funding, closer to what we were allocated originally?

Alice suggested that in the future, our instructional faculty lead might be somehow more connected to outcome assessment so that Pillar 4 is better linked in that way? If the instructional faculty lead is in tune with some of the assessment findings and work with faculty on that as part of the SSTeam role, since that is how learning is ensured.

Because we don't know who our next Superintendent/President will be and because GP funding is still up in the air, the tri-chairs expressed the desire to make a formal recommendation to go through Academic Senate to continue/maintain our current level of support and funding for SSTEams and the annual Pathways website update over the summer. This summer, it's going to be a big heavy lift because of the Ethnic Studies requirement will need to be added to all ed plans. We also still have pre-transfer level English and math courses on a lot of our maps. The formal recommendation will serve to communicate to our new leadership that our Guided Pathways work is a priority and we are seeking continued funding at least at the current level.

The group came up with the following:

***The GPSC recommends ongoing, sufficient funding and resources to institutionalize Student Success Teams, annual updates of the Pathways site, and Career Coach.***

The motion for the recommendation was made by Carol and seconded by Katie. Lydia will advance this to Academic Senate.

**GP Pillars Committee Crosswalk** – Lydia shared a draft chart that she created to map which committees are related to various pillars of Guided Pathways work. There are all sorts of things happening across campus, so how do we organize what's going on

Guided Pathways Pillars Cross-Walk with Committees  
 Formal Review Process for Committees?  
 (page 12 of Governance Manual)

|   |  |  |   |
|---|--|--|---|
| Institutional Effectiveness Committee (IEC)<br>Student Equity Committee (SEI)<br>Guided Pathways Leadership<br>Guided Pathways Steering Committee (GPS)<br>Program Review Committee |  |  |   |
| <b>PILLAR 1: CLARIFY THE PATH</b>   | <b>PILLAR 2: ENTER THE PATH</b>  | <b>PILLAR 3: STAY ON PATH</b>  | <b>PILLAR 4: ENSURE LEARNING</b>  |
| Student Success & Support<br>Programs Committee (SSSP)  | Student Success & Support<br>Programs Committee (SSSP)<br>Enrollment Management<br>Workgroup | Student Success & Support<br>Programs Committee (SSSP)<br>Basic Skills Committee<br>(Redesigned)<br>Transfer & Completion<br>Committee | Staff Development Committee<br>Outcomes Committee<br>Distance Education Committee<br>OER Committee<br>Instructional Technology<br>Practices Committee (sub to<br>Academic Senate) |

Technology Committees?  
 Enterprise Systems Advisory Committee – Infrastructure/Software

There has been talk in PFC about redesigning the Basic Skills Committee to be called Foundational Skills and Instructional Support Committee.

The feeling is that some committees are simply meeting because they're supposed to meet; they need specific charges re: what they are seeking to accomplish each year. We need to look at the different charges of the committees to identify gaps and, where overlaps exist, to consolidate. In order to do that, there needs to be an actual review process of checking in with each committee to see how things are going.

**GP Scale of Adoption – Next Steps/Priorities** – The group did not get to discuss this in detail, but one of the biggest priorities for Fall implementation is SARS Early Alert. Many 'next step' items will be discussed at the Institutional Planning Retreat on a larger scale. We will revisit the Scale of Adoption once it has been submitted.

The meeting was adjourned at 11:43am.