

**OFFICE OF THE VICE CHANCELLOR  
EDUCATIONAL SERVICES & STRATEGIC PLANNING**

**District Guided Pathways Task Force**

Thursday, March 28, 2024

Zoom

3:30 pm – 5:00 pm

**MEETING MINUTES**

**Meeting called to order: 3:34 pm**

**Present:** Melissa Bader, David Buitron, Steven Butler, Courtney Carter, Herbert English, Mark Figueroa, Wolde-Ab Isaac, Tenisha James, Jethro Midgett, Susan Mills, Gustavo Ocegüera, Stephanie Olguin, Kathryn Stevenson, Andrea Stoll, Tom Vitzelio, Lijuan Zhai

**I. Approval of Agenda & Minutes**

**a. Approval of March 28, 2024 Agenda: First:** Tenisha James, **Second:** Courtney Carter; No abstention, Approved by consensus.

**b. Approval of November 30, 2023 Minutes: First:** Jethro Midgett, **Second:** Tenisha James; No abstention, Approved by consensus.

**II. GP Data by Home College**

David Buitron presented GP data by home college and student count by pathways. For RCC, multiple pathways have grown since 2019 including health-related sciences, visual and performing arts, and non-credit. Growth for bigger pathways such as business, information systems and technology is lower. Information systems and technology comprised 22% of all students followed by health-related sciences at 20%. Melissa Bader asked about AOE that cross over multiple pathways, and David Buitron explained the data captured by the school that was assigned to the program of study.

For Norco College, math, engineering, computer science and game development comprised 20% of all students followed by business management at 19%. For MVC, business, health, and human services comprised 27% of all students, followed by public safety at 24%. Andrea Stoll mentioned that some students did not declare an area of emphasis and were put in health and human services engagement center by default. David Buitron mentioned that if the AOE or ADT is mapped to a school or pathway, it will show up in this data. Melissa Bader felt the next step is to examine unit load and success rate for students. Tenisha James

felt some features of this table are useful to be incorporated into the existing dashboard.



### **III. Committee Goals for Spring**

Melissa Bader updated everyone that the committee reviewed the charge during the last meeting, and they would like to develop some goals for the committee. Tenisha James felt there is not enough time to make or assess spring goals now, and the committee should draft some annual goals instead. Melissa Bader agreed the committee can draft some goals for Fall and assess these goals at the end of the year. The committee's goal is to be collaborative and support each other. Dr. Mills talked about continued pathway partnerships between K-12 and universities where faculty from different institutions get together and talk about partnership issues.

### **IV. Cooke Exchange: CAGP**

Melissa Bader informed everyone that the cookie exchange is a standing item on the agenda where colleges share something that has worked well for their institutions. Melissa Bader suggested that this committee can reflect on California Guided Pathways and the interactions between three colleges in maintaining our focus on guided pathways.

### **V. Standards of Care**

Dr. Isaac mentioned the importance of guided pathways to keep students on track with their educational goals and as agents of social and economic mobility to keep students out of poverty and social deprivation. Dr. Isaac stressed the importance of clarifying the pathways for students and providing wraparound services to help keep students on track. We need to create accumulated knowledge and experience to better assist students and help them stay engaged. Dr. Isaac discussed the case load aspect of student support for counselors, educational advisors, tutors and mentors. He is committed to improving student support through the case load model with increased student access to counseling, educational advising, and tutoring. Dr. Isaac would like to explore different resources and grants to prioritize this plan over the next five years to improve the success rates of our students. He would like this committee to outline the costs for an ideal caseload ratio (example 1 counselor per 500 FTES), with the goal of this plan becoming a permanent budget fixture for the district in the future rather than relying solely on grants.

The committee will review and reference FTES by pathway and school for the case load model. This model should incorporate pathway and subject specialization with counselors and educational advisors assigned to specific pathways. Gustavo Ocegueda suggested hiring graduate students that function like educational advisors which could save RCCD some money while providing internship opportunities for graduate students. Courtney Carter mentioned that

RCC's counseling team is working on a guidance map to clarify roles between counselors and educational advisors. He will share RCC's draft at the next meeting. Jethro Midgett mentioned that it is frustrating for students when they are unable to reach the right personnel for their inquiries, and the onboarding process for new employees is essential in presenting a unified guided pathways message across the district.

**VI. Other**

- Next Meeting is rescheduled to May 2, 2024 due to scheduling conflicts.

**VII. Adjournment**

Meeting Adjourned: 4:58 pm

DRAFT