

**OFFICE OF THE VICE CHANCELLOR  
EDUCATIONAL SERVICES & STRATEGIC PLANNING  
District Guided Pathways Task Force**

Thursday, November 30, 2023

Zoom

3:30 pm – 5:00 pm

**MEETING MINUTES**

**Meeting called to order: 3:32 pm**

**Present:** Melissa Bader, David Buitron, Courtney Carter, Kristi DiMemmo, Herbert English, Mark Figueroa, Adrienne Grayson, Tyee Griffith, Danielle Guise, Tenisha James, Tori McDonald, Jethro Midgett, Susan Mills, Gustavo Ocegüera, Stephanie Olguin, Kathryn Stevenson, Andrea Stoll, Tom Vitzelio, Lijuan Zhai

**I. Approval of Agenda & Minutes**

**a. Approval of November 30, 2023 Agenda: First:** Kristi DiMemmo, **Second:** Courtney Carter; No abstention, Approved by consensus.

**b. Approval of October 26, 2023 Minutes: First:** Kristi DiMemmo, **Second:** Tom Vitzelio; No abstention, Approved by consensus.

**II. Review Committee Charge**

Melissa Bader reviewed the committee charge with everyone, and asked if we need to invite more people to attend these meetings so we can be a more effective committee. Melissa Bader talked about setting some goals for Spring so we can focus on these goals as we move forward. Tenisha James mentioned the committee charge emphasizes equitable student pathways, technical skills and living wage employment. She felt there may be a lack of representation for technical skills and living wage employment, but the GP workplans and metric are a good starting place for us. We should develop principles, structures, frame or systemic responses to guided pathways to address systematic barriers to equity and success. There should be specific language regarding evaluation and assessment in the committee charge as well.

Jethro Midgett mentioned our technological solutions need to be unified as we do not have a common technological solution at all colleges. Courtney Carter would like to put the intention around career at the forefront of the committee work. Mark Figueroa felt the guided pathways should be combined with the student equity plan as both plans are intertwined. Gustavo Ocegüera suggested a common framework to guide all equity efforts for the committee.

**III. Share in February**

Melissa Bader updated everyone about an assignment in February where committee members can share something that is going well (or not) at their college so other colleges can benefit from this information. All committee members are welcome to suggest topics for future meeting agendas. Tenisha

James suggested District Alignment GP Faculty Advising, Assessment Metrics (assessment and evaluation of our work), and Barriers in Matriculation (such as student difficulty in accessing the system). Jethro Midgett suggested explaining the purpose of "home college" in our district, including conversations about the benefits of having home college and unintended barriers to the Guided Pathways efforts. Herbert English suggested reporting on the enrollment management retreat that took place on 11/3/23. Gustavo Ocegueda suggested Task Force-Professional Development Plan Recommendations.

#### **IV. Program Pathways Data**

David Buitron presented enrollment data for all three colleges. Around 564 students took courses at each college for Fall 23. The number one pathway for MVC is Business, Health and Human Services. The number one pathway for RCC is Business, Technology, Social and Behavioral Science. The number one pathway for NC is Business and Management. Students can change their program of study in the student portal at any time, regardless of home college or counselor guidance. David Buitron will re-run the data based on home college and share it with the group at the next meeting.

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

Melissa Bader updated everyone that Standards of Care is the level of support and service every student should expect to receive no matter which college the student is attending. She asked everyone what resources they need regarding Standard of Care, and Tenisha James would like specific guidelines and template on what information Dr. Isaac is looking for. Mark Figueroa would like to know Dr. Isaac's expectations, and what he thinks the culture of care should look like in operations so we can get the right information for him.

Tenisha James provided some history on a previous proposal for Standards of Care. The previous proposal was ratio based, and focused on ratios of educational advisors to students, peer advisors to students, and counselors to students. This proposal would cost the district tens of millions of dollars, and this proposal was shelved due to lack of funds. Lijuan Zhai mentioned Dr. Isaac is still interested in the ratio-based model to ensure all students receive the same level of support and services across the district. Melissa Bader mentioned that home college has a lot of ramifications for our budget allocation model, including headcount numbers and completion numbers. Danielle Guise mentioned we clean that up in an equitable manner for all students, and not create barriers for them to complete their studies. Stephanie Olguin mentioned there is a lack of communication between different colleges. Herbert English asked if all available majors for all 3 colleges are displayed on CCC Apply, or just the majors offered at the specific college.

#### **VI. Other**

- Next Meeting: March 28, 2024
- Items for future meetings
  - Set goals for Spring so we can focus on these goals as we move forward. Assess these goals annually.
  - Committee charge for Equity, Social, Economic, and Environmental Justice Committee/DEIA Sub-Committee.

- Cookie exchange – share best practices, districtwide alignment.
- Develop principles, structures, frame or systemic responses to guided pathways to address systematic barriers to equity and success.
- Develop common framework to guide all equity efforts for the committee.
- Develop specific language regarding evaluation and assessment in the committee charge, including quantitative and qualitative factors.
- Unify technological solutions at all colleges.
- Integrate guided pathways with student equity plan as both plans are intertwined.
- Recommendations from Call-to-Action Taskforce (forwarded to Chancellor's Cabinet).
- Recommendations from professional development plan.
- David Buitron will re-run the data based on home college.
- Purpose of home college.
- Standard of Care: Specific guidelines and template on what information Dr. Isaac is looking for. What Dr. Isaac's expectations are, and what he thinks the culture of care should look like in operations so we can get the right information to him.

## **VII. Adjournment**

Meeting Adjourned: 4:54 pm