

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

District Guided Pathways Task Force

Thursday, October 24, 2024

Zoom

3:30 pm – 5:00 pm

MEETING MINUTES

Meeting called to order: 3:34 pm

Present: Kimberly Bell, Eric Bishop, Steven Butler, Courtney Carter, Herbert English, Danielle Guise, Tenisha James, Tori MacDonald, Deanna Murrell, Adam Navas, Gustavo Ocegüera, Stephanie Olguin, Maria Pacheco, David Schlanger, Arlene Serrato, Kathryn Stevenson, Andrea Stoll, Nikki Thurston, Tom Vitzelio, Sharaf Williams, Lijuan Zhai

I. Approval of Agenda & Minutes

a. Approval of October 24, 2024 Agenda: First: Kimberly Bell, **Second:** Andrea Stoll; No abstention, Approved by consensus.

b. Approval of September 26, 2024 Minutes: First: Kimberly Bell, **Second:** Deanna Murrell; No abstention, Approved by consensus.

II. Standard of Care (Caseload Model)

Eric Bishop updated everyone that the Chancellor has allocated \$2 million in funding for the standard of care implementation. Using the FTES model, there will be one counselor per 500 FTES, one educational advisor per 250 FTES, and one tutor per 50 FTES. The goal is to create a caseload model where students know their assigned counselors and educational advisors. This standard of care is meant to supplement existing resources, and the implementation timeline and details are yet to be finalized.

There were concerns that one counselor per 500 FTES may not be sufficient to meet students' needs as some counselors only cater to a specific group of students but still use engagement services. These counselors should not be

included with the rest of the counselors. Counselors do not see students based on full-time equivalency; every student needs an appointment. Calculating the number of staff based on students' full-time equivalency or enrollment status will cause a reduction in counselors and other staff. Questions were raised regarding the sustainability of funding and if colleges will continue to receive this funding in future years. There were concerns regarding space and administrative support needed for additional counselors, educational advisors, and tutors, and providing equitable services for online students.

Dr. Bishop mentioned that planning for this implementation will take place throughout the year, including discussions with counseling departments, deans, vice presidents, etc., to determine hiring needs, training, and technology requirements. A suggestion was mentioned to pilot this implementation at one engagement center before full implementation at all colleges. Colleges were asked to fill out a staffing spreadsheet with their current staffing situation. Further direction regarding the methodology or approach to fill out this spreadsheet is requested. Peer mentors and tutors can only work 20 hours a week, and this should be reflected in the schedule and cost calculations.

III. Cooke Exchange: MVC Evaluation Highlights

Arlene Serrato presented evaluation highlights at Moreno Valley College, including upfront evaluation of all incoming transcripts within one to two weeks, auto awarding of degrees by proactively reviewing student records, and creating a course equivalency database to aid counselors and educational advisors. Military transcripts and industry credentials are evaluated for credit, along with regular training and resource sharing with MVC counseling department.

IV. Committee goals for 2024-25

This item will be moved to the next meeting due to lack of time

V. Other

- Scaling GP Retreat on November 1, 2024
Courtney Carter reminded everyone that the Scaling GP Retreat will take place on November 1, 2024 at RCC from 9 am to 3 pm.

VI. Adjournment

Meeting Adjourned: 5:04 pm