

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

District Guided Pathways Sub-Committee Meeting

Thursday, September 25, 2025
Zoom Meeting / CAADO 319
3:30 pm – 5:00 pm

MEETING MINUTES

Meeting called to order: 3:34 pm

Present: Kimberly Bell, Kylie Campbell, Courtney Carter, Herbert English, Adrienne Grayson, Danielle Guise, Tenisha James, Kiandra Jimenez, Jake Kevari, Tori McDonald, Deanna Murrell, Lorena Newson, Stephanie Olguin, Kathryn Stevenson, Andrea Stoll, Nikki Thurston, Tom Vitzelio, Kristi Woods, Lijuan Zhai

I. Approval of Agenda & Minutes

- a. Approval of September 25, 2025, Agenda: First:** Stephanie Olguin, **Second:** Adrienne Grayson; No abstention; Approved by consensus.
- b. Approval of May 22, 2025, Minutes: First:** Andrea Stoll, **Second:** Kylie Campbell; No abstention; Approved by consensus.

II. Standard of Care Updates

- Roles: Counselors, Educational Resource Advisors, Tutors – all RCC is working on roles and assigned supervisors for counselors and Educational Advisors to connect with students, and a retreat is planned for October to discuss changes that will occur under the caseload model with the entire student success team. NC established care teams for each school consisting of deans, department chairs, counselors, educational resource advisors, and librarians. MVC shared ongoing efforts to align counseling and educational advising teams, including task exchanges and discussions on caseloads and space utilization for tutoring.
- Caseload Assignment – GP Leads/all
Herbert English reported RCC's first iteration of assigning counselors to students within academic pathways, with full-time counselors having 1,000 to 1,200 students per caseload. They in Phase 1 of the implementation of educational resource advisors and all academic pathways reporting to the Dean of Counseling. NC care teams are led by the Dean of Student

Services and meet regularly to discuss student support and collaboration between faculty and staff. MVC is trying to ensure equitable access to students through adequate staff of counselors, educational advisors, and tutors. It can be challenging to bridge the gap between the Guided Pathways model and the college's staffing infrastructure to balance integration and specialization to ensure students receive consistent high-quality support.

- Funding – VPs of Planning and Development
RCC explored staffing ratios between counselors and educational advisors, and many pathways have only one or two educational advisors for multiple counselors, leading to discussions about equitable distribution of workload and student access for educational advisors. NC worked on career academic pathways (CAP) hours to bridge the gap between the care teams and instructional faculty to achieve student success. Student outcomes should be measured and tracked to ensure student success. The committee acknowledged challenges in balancing integration and specialization of services while maintaining quality, particularly in smaller schools.
- Structure Changes and Impact – all
The committee discussed the use of Partnership Resource Team funding for professional development and other initiatives and mentioned the disheartening news that a grant tied to HSI status has been pulled. MVC is working with the Department of Education and grants office to explore no-cost extensions of funding.
- Element 451 – L. Zhai
Element 451 project meets once a week, and they are starting a 10-week data integration period with implementation expected to be completed by January 2026.

III. **Cookie exchange: Equity Plans – College Equity Leads**

MVC presented their Student Equity Plan which aligns with Vision 2030 and the MVC Integrated Strategic Plan. The plan focuses on five key metrics prioritizing first-gen, Hispanic, African American, LGBTQ, and dual enrollment students, with recommendations including culturally responsive teaching, auto-awarding, community engagement, and peer mentorship. The plan includes built-in mechanisms for data tracking and accountability, with annual institutional effectiveness reports and equity dashboard reporting each semester. The focus is on building and sustaining a culture of care and belonging, with specific attention to social justice and racial equity.

NC presented KPI data showing progress and challenges in student outcomes for various racial and ethnic groups from 2020 to 2023-2024. Key findings included reduced gaps in English and math completion for African American and Hispanic students but increases in degree and certificate attainment gaps. African American, Hispanic, and first-generation students represent a significant portion of the student population, particularly in first-time college enrollment and persistence. Key issues identified included access to resources, gatekeeping of information, communication barriers, and a lack of cultural relevance and empathy across campuses. To address these challenges, NC outlined plans for a summer bridge program for African American students, a first-year experience for Latinx students, improved communication strategies, and professional development to implement culturally relevant pedagogy.

RCC presented the student equity plan, highlighting key findings and strategies to address disparities in enrollment, completion, and persistence for various student groups. The plan focuses on closing equity gaps for African American students, increasing support for foster youth, LGBTQ students, and first-generation students, and enhancing communication with all students. Strategies include utilizing data tools, connecting students to engagement centers, expanding academic support services, and exploring automated enrollment processes. The plan also aims to align with the institution's strategic plan and integrate inclusive excellence principles across academic practices, student engagement, and institutional structures. RCC has an Equity Dashboard used to track equity data by race, ethnicity, foster youth status, disability, and other categories

IV. Committee Goals for 2025-26

This item will be discussed at the next meeting.

V. Meeting dates for 2025-26

- October 23, 2025

VI. Adjournment

Meeting Adjourned: 4:58 pm