

The California Guided Pathways Project Readiness Assessment and Application Submission

California community colleges are invited to apply for participation.

Please see also the Project Description and the Project Participation Agreement.

OVERVIEW & SUBMISSION GUIDELINES

California community colleges (individually accredited institutions) are invited to complete and submit—by 5 PM PT February 28, 2017—application materials for participation in the California Guided Pathways Project. Please note that eligibility is limited to individual colleges and does not extend to groups of two or more colleges comprising a district.

The application materials are designed to enable both the college and the project partners/advisors to ascertain the institution's readiness for and commitment to three years of intensive work on institutional change, with primary focus on the work of designing and implementing academic and career pathways at scale — for *all* students.

Readiness Assessment & College Selection Timeline:

- February 28, 2017: Application materials due.
- March 20 April 7, 2017: One-hour scheduled interviews with finalist college presidents and 3-4 other institutional leaders.
- By April 19, 2017: Project notifies colleges of selection decisions and works with selected colleges to launch advance work for Pathway Institute #1 in April, 2017.

Instructions for Submission of Application Materials: by 5 PM PT February 28, 2017

- Complete College Readiness Assessment.
- Complete Participation Agreement, signed and dated by the president/chancellor and the academic senate president.
- Email completed College Readiness Assessment and College Participation Agreement as an attachment to Rob Johnstone, Project Director, at rob@inquiry2improvement.com
- Confirmation of receipt will be provided.
- Please label your submission using the following format for the file name:
 California Guided Pathways Project Application [FullCollegeName].doc

For information regarding the application process and materials, please email Rob Johnstone, Project Director, at rob@inquiry2improvement.com.

For further information about project activities and goals, see the attached project description and description of the guided pathways model.



SECTION 1: INSTITUTIONAL INFORMATION

Institution Name:			
DESIGNATED CONTACT PERSON/TITLE:			
CONTACT TELEPHONE:	CONTACT EMAIL:		
INSTITUTION ADDRESS:			
CITY, STATE, ZIP:			
WEBSITE URL:			
President's Name:	PRESIDENT'S EMAIL:	President's Phone:	
Number of Years current president	HAS HELD THE POSITION:		
PRESIDENT'S ASSISTANT:	Assistant's	Assistant's Phone:	
	EMAIL:		
APPLICATION IS FOR PARTICIPATION BY:	SINGLE COLLEGE MULTI-CAMPUS C	OLLEGE (ALL CAMPUSES)	
[MULTI-COLLEGE DISTRICTS MUST SUBMIT APPLICATIONS FOR INDIVIDUAL COLLEGES]			
IPEDS ENROLLMENT (FALL 2017 UNDUPLICATED HEADCOUNT CREDIT STUDENTS):			
CHECK ONE PRIMARY LOCATION: RURAL-SERVING SUBURBAN-SERVING URBAN-SERVING			
CHECK ALL THAT APPLY: HISTORICALLY BLACK COLLEGE HISPANIC-SERVING INSTITUTION			
MINORITY-SERVING INSTITUTION TRIBAL COLLEGE			
CHECK ALL CREDENTIALS OFFERED AT YOUR INSTITUTION:<30-CREDIT-HOUR CERTIFICATES			
□>30-Credit-Hour Certificates □ Associate degrees □ Bachelor's degrees			
MASTER'S DEGREES			



Accreditation Status	CHECK ONE: CURRENTLY AFFIRMED PROBATION WARNING REGIONAL ACCREDITING ORGANIZATION: NEXT ACCREDITATION VISIT (YEAR):
STUDENT SUCCESS INITIATIVE AFFILIATION/PARTICIPATION	CHECK ALL THAT APPLY: ACHIEVING THE DREAM ACCELERATING OPPORTUNITY ASPEN PRIZE FINALIST NETWORK COMPLETE COLLEGE AMERICA ALLIANCE BSI TRANSFORMATION BRIC CALPASS CALIFORNIA ACCELERATION PROJECT CAREER LADDERS PROJECT CLASS (CALIFORNIA LEADERSHIP ALLIANCE FOR STUDENT SUCCESS) GOVERNANCE INSTITUTES FOR STUDENT SUCCESS (ACCT) NEW MATH PATHWAYS (DANA CENTER) STATWAY®/QUANTWAY® PATHWAYS TO PROSPERITY OTHER (PLEASE PROVIDE NAME):
PERCENT OF CREDIT COURSE SECTIONS (INCLUDING BASIC SKILLS EDUCATION) TAUGHT BY FULL-TIME FACULTY IN THE FALL 2015 ACADEMIC TERM NAME OF THE MAJOR	%
TRANSFER UNIVERSITY (LARGEST NUMBER OF STUDENTS TRANSFERRING FROM YOUR COLLEGE)	

IN THE FOLLOWING SECTION #2, RESPOND TO THE LISTED QUESTIONS.

PLEASE ADHERE CAREFULLY TO THE STATED WORD LIMITS FOR RESPONSES.

SECTION 2: READINESS—THE CURRENT STUDENT SUCCESS AGENDA

IN THE FOLLOWING SECTION #2, RESPOND TO THE LISTED QUESTIONS. **PLEASE** ADHERE CAREFULLY TO THE STATED WORD LIMITS FOR RESPONSES.

1.	Student Success Goals and Metrics List in the box below the student success goals formally established for your institution. For each goal, state the specific metric used to measure progress toward goal achievement [If no goals have been established, simply leave this item blank.]
	Are the student success goals incorporated into the institution's strategic plan? Yes No
	Is there a formal statement of governing board support for a student success agenda? ☐Yes ☐No
	Is there a formal statement of governing board direction for achieving equity in student outcomes? \square Yes \square No
	Is there a standing item on student success and equity on agendas for the governing board and/or board student success committee? \square Yes \square No
2.	IEPI Student Success Goals and Progress List in the box below the IEPI student goals established for your institution. For each goal, provide brief summary data indicating your college's progress in achieving those goals. [If IEPI goals were used to respond to item #1 above, please so state and otherwise skip this item.]
3.	Data Collection and Use Describe in the box below the institutional research capacity at your institution and the IT capacity to support data use in planning, decision making, and monitoring student progress (250 word maximum):

Does your institution routinely engage in longitudinal tracking of entering student cohorts?
Yes No If yes, briefly describe in the box below how and by whom the cohort data are used (150 word maximum):
Does your institution regularly report on clearly defined metrics for monitoring student progress and success? Yes No If yes, list in the box below the five metrics you consider most important:
If yes, briefly describe how and by whom at your college the metrics are used (150 word maximum):
Does your institution participate in student engagement surveys— <i>CCSSE</i> and/or <i>SENSE</i> ? [Yes [No If yes, indicate the most recent year of survey administration at your college (survey data helpful but not required for project participation):
CCSSE (Community College Survey of Student Engagement): SENSE (Survey of Entering Student Engagement):
If yes, briefly describe in the box below how and by whom the student engagement survey results are used (150 word maximum):
Briefly describe in the box below your two best examples of using data to explore and address a key student success issue. Indicate what issue the college was exploring, what the data showed you, what you did differently after reflecting on the data, and if possible, what the subsequent outcomes data showed were the new results (500 word maximum).

4.	Student Learning Outcomes (250 word maximum) Describe in the box below the extent to which your institution has completed and regularly updates definitions of student learning outcomes at the course, program, and institutional level:
	Briefly describe in the box below how and by whom assessments of learning outcomes are used. <i>Provide an example</i> (150 word maximum):
	Transferable Gateway Course Completion (500 word maximum) Describe in the box below your institution's best work to improve the number and rate of students who complete transferable gateway courses in English and math during their first year of college. [This might include, for example, changing placement policies, redesigning curriculum, implementing math pathways appropriate to different programs of study, etc.] Provide data! Completion and Transfer Outcomes (500 word maximum) Describe in the box below the results over the past 5 years of your institution's best work to
	improve the number and rate of students who complete a certificate with value in the labor market, attain an associate degree, and transfer to a baccalaureate institution. Provide data!
7.	Labor Market Information (500 word maximum) Describe in the box below how and to what extent to which your institution systematically uses current labor market data/information to (1) align curriculum with labor market needs, (2) conduct career counseling and academic planning with students, and (3) assess employment/earnings outcomes for students after graduating. Also indicate the number and percentage of entering students who currently experience career counseling, including labor market information as an established part of the college intake process.

8. Promoting Equity Does your institution routinely disaggregate and report data on student progress and co by selected student characteristics?		
	Yes No If yes, check all routinely disaggregated variables that apply	
	Race/ethnicity Gender Income Enrollment status (FT/PT)	
	College readiness First time ever in college	
	If yes, briefly describe how and by whom the disaggregated data are used (100 word maximum):	
ou Ind	iefly describe in the box below your institution's most successful work to improve equity in atcomes for the college's students of color and students from low-income backgrounds. Clude information about results, including also the number of students affected and what excentage that number is of the total target subpopulation of students. (500 word maximum)	
De im	olicy Change (250 word maximum) escribe in the box below a key policy change at the institutional level that has been critically apportant in your institution's student success work. If possible, provide data illustrating the appact of the policy (how many students were affected, in what way, and with what results?):	
De (i.	Reallocation of Resources (250 word maximum) escribe in the box below a recent example of significant reallocation of institutional resources e., operating dollars, capital dollars, personnel, time) to support your college's student success lenda.	
Br	Allocation of Resources (250 word maximum) iefly describe in the box below your college's significant uses of California's Student Success itiative and Equity funding to support your college's student success and equity agenda.	

12.	Achieving	Scale	(250 word	maximum))
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Describe in the box below an evidence-based student success strategy that was adopted by your institution and successfully scaled to serve all students who could benefit from that strategy. Define the target population and provide the number of students involved, indicating what percentage that number is of the total credit student population (i.e., number of students involved divided by total Fall unduplicated headcount enrollment). Provide succinct data on results.

13. Guided Pathways Work (500 word maximum)

Describe in the box below work currently underway at your college that is directly related to design and implementation of guided academic and career pathways for students.

Instructions for Section 3: Guided Pathways Readiness Criteria

IN THE FOLLOWING SECTION #3, RESPOND TO EACH ITEM IN TERMS OF THE AGREEMENT SCALE PROVIDED.

THIS SECTION SHOULD BE COMPLETED AND DISCUSSED BY MEMBERS OF THE COLLEGE LEADERSHIP TEAM, WORKING AS A GROUP.

ITEMS PERTAINING TO FACULTY ENGAGEMENT SHOULD BE DISCUSSED WITH FACULTY LEADERS AND THE COLLEGE ACADEMIC SENATE.

ITEMS PERTAINING TO GOVERNING BOARD COMMITMENTS SHOULD BE DISCUSSED WITH THE BOARD.

TO THE EXTENT POSSIBLE, IT WILL BE HELPFUL ALSO TO SEEK PERSPECTIVES OF OTHER GROUPS ON CAMPUS, AS APPROPRIATE TO THE TOPICS OF EACH SECTION.

REMARKS SHOULD BE BRIEF NOTES (1-3 BULLETS OR SENTENCES) ABOUT PARTICULAR STRENGTHS OR CHALLENGES THE INSTITUTION

MAY BRING TO THE GUIDED PATHWAYS WORK.

PLEASE NOTE THE SCALE PROVIDED FOR SECTION 3 RESPONSES IS INTENDED ONLY AS A PROMPT FOR COLLEGE DISCUSSION AND SELF-ASSESSMENT. THIS IS NOT A QUANTITATIVE MEASUREMENT INSTRUMENT AND SHOULD NOT BE USED AS SUCH. DO NOT AVERAGE RESULTS ACROSS INDIVIDUAL RESPONDENTS OR ACROSS ITEMS.

SECTION 3: GUIDED PATHWAYS READINESS CRITERIA

READINESS FOR GUIDED PATHWAY DESIGN & IMPLEMENTATION			
LEADER	RSHIP		
Scale: (1) strongly disagree (2) disagree (3) neutral (4) agree (5) strongly agree		
Capacity and Commitment	Assessment and Remarks		
College leadership is committed to substantial redesign of academic programs, instruction, and student supports, starting with a critical review of the extent to which the college's academic programs provide a clear and educationally coherent pathway for students to further education or directly to good jobs in fields of economic importance to the college's service area.	Check one: 1 2 3 4 5 Remarks:		
College leadership has spent at least one year laying the groundwork for major reform, including engagement of faculty and staff across divisions and departments in discussions about student success data and strategies for improving student outcomes.	Check one: 1 2 3 4 5 Remarks:		
College leadership is committed to a reform process that will likely take 4-5 years for full implementation.	Check one: 1 2 3 4 5 Remarks:		
President/chancellor and senior administrators understand that implementing transformational pathways reforms will be hard, and they understand specific associated challenges.	Check one: 1 2 3 4 5 Remarks:		
Leaders have the strategic capacity to organize the college around a broad institutional reform strategy and have the vision, flexibility, and confidence to make substantial midcourse corrections as needed.	Check one: 1 2 3 4 5 Remarks:		
Governing board is formally committed to supporting leadership through a long-term reform process that will involve substantial and sometimes difficult change.	Check one: 1 2 3 4 5 Remarks:		
Governing board is committed to spending regular time in work sessions, retreats, and/or regular meetings in discussion and review of data on student progress and completion and the work of pathways design and implementation.	Check one: 1 2 3 4 5 Remarks:		

READINESS FOR PATHWAY [DESIGN & IMPLEMENTATION
MAGNITUDE OF INST	ITUTIONAL CHANGE
Scale: (1) strongly disagree (2) disagree	(3) neutral (4) agree (5) strongly agree
Capacity and Commitment	Assessment and Remarks
Leaders in the campus community understand that numerous systems and processes may need to be redesigned and are committed to making substantial changes in multiple areas including student intake (assessment, advising, orientation, registration, class scheduling); curriculum; and instruction.	Check one: 1 2 3 4 5 Remarks:
College is committed to strengthening functions that may be under-developed (e.g., career advising) and scaling experiences important to student progress and success.	Check one: 1 2 3 4 5 Remarks:
College leaders understand that pathway design work will involve streamlining curriculum, including potential elimination of courses and programs and reduction of credit hours students must complete for degree attainment.	Check one: 1 2 3 4 5 Remarks:
College is committed to integrating important and effective supports into student pathways as the alternative to typically disconnected and optional services.	Check one: 1 2 3 4 5 Remarks:
College leaders understand that pathways reforms will involve more structure and more prescription for students.	Check one: 1 2 3 4 5 Remarks:
College leaders have the will and the capacity to shut down or substantially curtail initiatives or programs in order to dedicate resources to more coherent and effective student experiences.	Check one: 1 2 3 4 5 Remarks:
College leaders have the will and capacity to reallocate resources at a substantial scale.	Check one: 1 2 3 4 5 Remarks:

READINESS FOR GUIDED PATHWAY DESIGN & IMPLEMENTATION			
FACULTY EN	IGAGEMENT		
Scale: (1) strongly disagree (2) disagree	(3) neutral (4) agree (5) strongly agree		
Capacity and Commitment	Assessment and Remarks		
College leaders, including faculty and student services leaders, are committed to designing and executing a comprehensive plan for broad and deep faculty and staff engagement in work to design and implement guided pathways for students.	Check one: 1 2 3 4 5 Remarks:		
There is commitment from the Academic Senate to support the Guided Pathways Project work. [See also signature requirements and College Participation Agreement below.]	Check one: 1 2 3 4 5 Remarks:		
At least one faculty representative is on the project leadership team.	Check one: 1 2 3 4 5 Remarks:		
College faculty recognize that some changes in faculty roles and responsibilities will likely be part of the institutional change needed to support guided pathways for all students.	Check one: 1 2 3 4 5 Remarks:		
College faculty are committed to reviewing revising, and aligning course and program student learning outcomes with (1) employer-vetted career/occupational competencies and (2) primary transfer institutions' requirements to support the Guided Pathways work.	Check one: 1 2 3 4 5 Remarks:		

READINESS FOR PATHWAY DESIGN	& IMPLEMENTATION FRAMEWORK
DATA COLLECTION,	ANALYSIS AND USE
Scale: (1) strongly disagree (2) disagree	(3) neutral (4) agree (5) strongly agree
Capacity and Commitment	Assessment and Remarks
At multiple levels within the college, disaggregated longitudinal data on student progress and success are regularly examined and plans are developed to improve outcomes where weaknesses are identified.	Check one: 1 2 3 4 5 Remarks:
The college IR and IT functions regularly track student participation in support services.	Check one: 1 2 3 4 5 Remarks:
The college governing board regularly sees, reviews and discusses data on student progress and success.	Check one: 1 2 3 4 5 Remarks:
Faculty and student services professionals regularly see, review, and discuss data on student progress and success and determine action steps.	Check one: 1 2 3 4 5 Remarks:
College leaders are committed to report on selected metrics to establish baseline performance and progress, from the beginning of the project until three years after the 3-year project ends.	Check one: 1 2 3 4 5 Remarks:

READINESS FOR PATHWAY DESIGN & IMPLEMENTATION			
TECHNOLOGY			
Scale: (1) strongly disagree (2) disagree	(3) neutral (4) agree (5) strongly agree		
Capacity and Commitment	Assessment and Remarks		
The college has in place technology tools to support academic planning and advising.	Check one: 1 2 3 4 5 Remarks:		
The college has in place technology tools that enable students, advisors, and faculty to track student progress through a defined pathway.	Check one: 1 2 3 4 5 Remarks:		
The college has in place technology tools to support career counseling, including employment and salary information and transfer and bachelor's degree attainment data.	Check one: 1 2 3 4 5 Remarks:		
The college has in place technology to support learning analytics.	Check one: 1 2 3 4 5 Remarks:		

READINESS FOR PATHWAY DESIGN & IMPLEMENTATION	
PARTNERSHIPS	
Scale: (1) strongly disagree (2) disagree	(3) neutral (4) agree (5) strongly agree
Capacity and Commitment	Assessment and Remarks
The college has strong partnerships with baccalaureate institutions that receive the largest numbers of transfer students from the college.	Check one: 1 2 3 4 5 Remarks:
There is a pattern of trust between the college and the four-year colleges/universities at which most of the college's transfer students enroll evidenced through data sharing about student transitions and performance.	Check one: 1 2 3 4 5 Remarks:
The college has strong partnerships with major employers and workforce/ economic development entities that can assist with alignment of pathways to jobs with value in the labor market.	Check one: 1 2 3 4 5 Remarks:
The college has strong partnerships with the K-12 schools and systems from which their largest numbers of recent high school graduates come for college enrollment.	Check one: 1 2 3 4 5 Remarks:

SECTION 4: STATEMENT OF INSTITUTIONAL ASPIRATION AND COMMITMENT

In 500 words or less, describe in the box below why your institution wishes to participate in the California Guided Pathways Project and what your shared aspirations are for work to be accomplished through your college's participation. Please state a compelling case as to why adopting a guided pathways model at your institution is the critical next step in helping more students complete programs, earn credentials, and/or transfer.

Indication of governing board support (describe action taken and date):
Indication of academic senate and/or faculty union support (describe action taken and date):

THE COLLEGE PARTICIPATION AGREEMENT ON THE FOLLOWING PAGES MUST BE COMPLETED, SIGNED BY THE PRESIDENT, ACADEMIC SENATE PRESIDENT, AND DISTRICT CHANCELLOR AND SUBMITTED WITH THE APPLICATION MATERIAL AND READINESS ASSESSMENT.

SUBMISSION DEADLINE IS FEBRUARY 28, 2017.