GUIDED PATHWAYS COUNCIL

Purpose

The purpose of the Guided Pathways Council is to coordinate and oversee the implementation and ongoing development of the Guided Pathways framework and initiatives and projects within PCC and to prioritize institutional effort and investments associated with the work.

The council will serve its purpose by providing the President and President's Cabinet with expertise and guidance on institutional strategies related to the Guided Pathways framework and provide counsel to work groups leading associated initiatives and projects.

The council will fulfill its purpose through:

Accountability: Provide clear, measurable standards to assess progress, drive improvement, and align efforts with strategic goals.

Advocacy: Advocate for resources and support necessary to sustain and enhance Guided Pathways efforts.

Collaboration, Communication and Representation: Identify and use processes through which individuals or groups work together to share and exchange information to achieve common goals effectively.

Transparency: Foster trust and informed decision-making to ensure that information is openly shared and accessible to all key collaborators and thought partners.

Charge

The council is established to ensure and promote:

- A strategic lens through connection for the Guided Pathways framework.
- Efficient utilization of college resources that support educational programs and student support services.
- Prepare and promote expected outcomes, objectives, and high-level deliverables.
- Provide leadership, support, and timely feedback to associated workgroups and/or subcommittees.

Actions and behaviors of council members are held to the following principles:

- ***Calculated risk-taking*** to encourage thoughtful and informed risk-taking to drive innovation and achieve strategic goals, while assessing potential impacts and benefits.
- ***Holistic perspective and balanced judgment*** to consider the broader impact of decisions on PCC and to make decisions that balance short-term needs and long-term goals.
- ***Inclusivity*** to promote diverse perspectives ensuring all voices are heard and representing the Guided Pathways work across the college.
- ***Strategic focus*** to prioritize actions and decisions that align with long-term goals.
- ***Visionary thinking*** to inspire and lead with a forward-thinking perspective.

Authority

The authority of the council is to advise and make formal recommendations to the President and President's Cabinet that guide the strategic direction of Guided Pathways work to ensure effective implementation and oversight of initiatives and projects aligned with PCC's mission.

Membership

The council is comprised of the following members:

- *Vice President of Academic Affairs (co-chair)*
- *Vice President of Student Affairs (co-chair)*
- *Student Development Committee Chair*
- *Career Services*
- *Advising Council Co-Chair*
- *Library Staff Member*
- *Academic Affairs Deans (3)*
- *Student Affairs Representatives (2)*
- *Education Advisory Council Faculty Representative*
- *Faculty Members (3)*
- *Veterans Coordinator*
- *Web Team Representative*
- *AA/SA Systems Portfolio Manager*

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- *Student Representative*
- **Executive Assistants to VPAA/VPSA, record-keeping*

Primary Responsibilities

The council will:

- Develop and maintain the strategic direction and objectives of Guided Pathways work.
- Review and make recommendations to the President and President's Cabinet regarding major Guided Pathways initiatives, projects, and associated investments.
- Provide guidance and support to project teams and working groups.
- Advocate for the interests and priorities of the Guided Pathways work.
- Serve as a liaison between the President's Cabinet and the various project teams and working groups, ensuring clear communication across stakeholder groups.
- Act as champions and mentors of Guided Pathways work by modeling commitment, sharing best practices, and encouraging broad engagement across the institution.
- Monitor and evaluate progress related to Guided Pathways work on a bi-annual basis, using both qualitative and quantitative data to inform strategy and decision-making.
- Identify and address emerging issues and challenges impacting Guided Pathways work.
- Promote a culture of continuous improvement and assessment.
- Assess the success of projects based on established key performance indicators (KPIs), student outcome data, and implementation benchmarks, with progress reported annually to ensure accountability and transparency.

Outcomes

The council will work toward the following outcomes:

Agility

Foster a culture of continuous learning and adaptability to respond effectively to ever changing student needs and educational landscapes.

Innovation and creativity

Encourage innovation and creativity in teaching, learning, and institutional practices, fostering an environment where new ideas and approaches are welcomed and embraced.

Transformational change

Lead and catalyze transformative change within PCC's culture, structures, and practices to better serve students and advance operational excellence.

Meetings & Minutes

The council will maintain a regular meeting cadence throughout the calendar year.

Additional ad hoc meetings may be scheduled, with advance notice, based on agenda items, the needs of the council, and/or time of year.

Minutes will be recorded for each meeting and will follow standard requirements including:

- Date, time, and location of meeting
- Name of attendees (members/guests)
- Agenda and discussion items
- Any key actions or recommendations

Agenda

Agendas will be developed by co-chairs and will be sent in advance of the meeting dates. Items may be recommended by committee members by emailing the Executive Assistants to the VPAA/VPSA. The co-chairs will approve or postpone requested agenda items based on the priorities.

Standing agenda items may include, but not be limited to updates for ongoing projects or initiatives.

Recordkeeping

All council agendas, minutes, and supporting documentation will be maintained in a College maintained repository location (e.g., Google drive, Spaces, Monday.com, etc.).

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Goals & Assessment

- The Office of the President may conduct an annual assessment to evaluate the performance of the council and the effectiveness and compliance with the established charter.
- The council will establish annual goals and/or priorities specifying several areas on which it will focus its efforts and activities for the fiscal year.

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