



**California  
Guided Pathways**



**NATIONAL  
CENTER FOR  
INQUIRY &  
IMPROVEMENT**

## **CALIFORNIA GUIDED PATHWAYS PHASE TWO COLLEGE PARTICIPATION AGREEMENT**

### **Part 2 – Fall 2021 thru Spring 2024**

#### **Introduction**

Congratulations again on being selected to participate in the California Guided Pathways (CAGP) Project Phase 2, which runs from Fall 2020 through Spring 2024. A total of 43 colleges have been invited to participate in CAGP Phase Two, including the 20 colleges from CAGP Phase One and 23 new colleges selected for Phase Two.

This document is Part 2 of the Participation Agreement for the project, covering the remaining three years of the project from Fall 2021 thru Spring 2024. Part One was signed by your college in August/September 2020.

Part Two of the CAGP College Participation Agreement specifies the college commitment for the project and its activities. In addition to the virtual support structures that we initiated in Year One of the project (office hours, topical webinars, and virtual consultancies), this phase will also include six guided pathways institutes for all 43 colleges. At the moment, the plan is for the November 2021 institute to be virtual, with the remaining five institutes hosted in-person from April 2022 through April 2024 (see schedule below), pandemic conditions and safety allowing. Virtual support structures augmenting the institutes will continue throughout the project and there is an expectation that all institutions will actively participate in virtual supports.

At the moment, with additional funding still to be secured, we are asking you to sign a participation agreement that has the “most” you would be asked to fund / do. It is our hope that adding funders will defray these costs even further or remove them altogether, but at this time we don’t have the ability to clearly delineate these potential reductions until the funders are fully lined up. As we mentioned in our July 2021 email previewing this participation agreement, we are asking each college to pay \$10,000 per year for a total of \$30,000 to ensure that in addition to the virtual support structures started in 2020-21 continuing through Spring 2024, each college team at the Institutes can include seven participants, with hotel rooms covered for 2 nights for the five face-to-face Institutes.

As we mentioned in the July email, CAGP Phase One required \$15,000 per year from each college for a total of \$45,000, which covered 5 college team participants per institute, AV and food costs and one hotel night with the 6<sup>th</sup>/7<sup>th</sup> participants’ food / AV / meeting / hotel costs additionally paid for by the college (and no virtual support structures as part of the project). With the additional \$50M in state funding secured for guided pathways to be distributed to the colleges soon, we are hopeful that the \$10K/year fee will not cause a financial hardship for any college to participate. If it does, please let us know and we will talk with College Futures about alternate arrangements on a case-by-case basis.

Please carefully review the following provisions of the Participation Agreement.

## PARTICIPATION AGREEMENT

**YES, I understand and agree that participation in the CAGP Project Phase Two involves specific and clearly articulated commitments, as delineated below. On behalf of [insert name of institution] \_\_\_\_\_, I affirm our decision to abide by these commitments:**

1. Commit that the CEO will actively oversee the work with support from a designated high-level cabinet officer (preferably the chief academic or chief student services officer), who will serve also as the primary institutional contact person for work related to the project. Contact information, along with this signed agreement, is to be submitted **by September 18, 2021** to Sarah Cale, NCII Director of Operations & Logistics, at sarah@ncii-improve.com.
2. Commit to significant institution-wide change involving guided pathways *at scale* for all credit students. Pathways design and implementation will involve curriculum and program mapping, aligned both to university transfer programs and to the labor market; reconfiguration of basic skills education as an accelerated and contextualized onramp to programs of study; ongoing advising and monitoring of student progress; integrated academic support and student services; holistic supports for students including student financial stability and non-cognitive services; integrated approaches to active/experiential learning in every program of study; and alignment of co-curricular learning in each metamajor and program of study.
3. Commit to ensuring that each design and implementation task entails strong attention to equity—both intentionally designing equitable student experiences and explicitly addressing structural racism and other factors that perpetuate inequities.
4. Commit to associated planning and execution of college-wide engagement in guided pathways design and implementation; needed and timely professional development for faculty, staff, and college leaders; and needed and timely technical assistance in the work.
5. Commit to use and regular review of the CAGP momentum metrics depicting student connection, early momentum through pathways, and completion. The metrics that will be used on this project have been identified by the Community College Research Center at Teachers College, Columbia University and align both with the CCCCO Guided Pathways Metrics and the national set of guided pathways momentum metrics originated by CCRC. The metrics to be used by the CAGP project are available on the Cal-PASS Plus LaunchBoard Guided Pathways tab ([link](#)) and include:
  - Earned 6+ college credits in 1<sup>st</sup> term
  - Earned 12+ college credits in 1<sup>st</sup> term
  - Earned 15+ college credits in year 1
  - Earned 24+ college credits in year 1
  - Earned 30+ college credits in year 1
  - Gateway (transfer-level) math and English completion Key Performance Indicators – e.g.,
    - Completed transfer-level math in year 1
    - Completed transfer-level English in year 1
    - Completed transfer-level math and English in year 1

- Persistence Key Performance Indicator:
    - Persisted from term 1 to term 2
  - College course completion Key Performance Indicator
    - College-level course completion rate in students' first academic year
6. Commit to engaged participation in the virtual support events between Fall 2021 and Spring 2024 terms, including three 90-minute virtual consultancy sessions per semester (2 members per non-presenting college, 5 members per presenting college), two webinars each semester (up to 12 participants per college) and office hours with the college's primary NCII coach as deemed necessary at the discretion of the college.
  7. Send a full seven-person team to actively participate in each of the six CAGP Phase Two Institutes from Fall 2021 to Spring 2024 as laid out in the schedule below. **Three members of the seven-person team will be required to attend every event: the College President, a Guided Pathways Lead / primary college contact, and the College's Student Equity Lead (person responsible for the SEAP).** NCII will make recommendations on the composition of the remaining four members of the college team for each Institute in advance of the Institute, with the ultimate decision on these four members remaining with the college.
    - Institute Schedule: all institutes Wednesday to Friday – virtual 12pm to 5pm each day and face-to-face Wednesday 1pm to Friday 12pm
      - Institute 1: November 17-19, 2021 - Virtual
      - Institute 2: April 27-29, 2022 - Costa Mesa
      - Institute 3: September 21-23, 2022 (location TBD)
      - Institute 4: March 22-24, 2023 (location TBD)
      - Institute 5: September 27-29, 2023 (location TBD)
      - Institute 6: March 20-22, 2024 (location TBD)
  8. Completion and timely submission of structured advance work prior to each institute; and at least one meeting of the institute team prior to the Institute for review and discussion of the assigned work.
  9. Completion during each institute of a college action plan identifying next steps, timelines, and responsibilities for work on designing and implementing guided pathways for students. Timely submission of the completed action plan to project staff following the Institute.
  10. If requested, presentation (by institutional team members) of an interactive concurrent session at an institute, highlighting pathways-related work at the college that shows promising results.
  11. Payment of travel expenses (air and/or ground transportation, plus dinners) for institutional team members to participate in the project institutes.
  12. Participation by the college GP lead in a pre-conference session during the morning of the first day of each institute to prepare for the Institute.
  13. CEOs commitment to participate in one CEO-only meeting each semester, either virtually or at a dinner during the in-person institutes.

14. The college's guided pathways leads – in tandem with the college's regional GP coordinators – will participate in evaluation activities with Engage R&D, who have been identified as the evaluator for the project. We expect that these activities would take no more than two hours a semester.
15. Payment of a college participation fee of \$10,000/year, for a total of \$30,000 per college over three years. The initial \$10,000 fee will be payable to the Foundation for California Community Colleges within 30 days from receipt of the participation agreement. It is permissible to pay the entire fee of \$30,000 at this time if desired. *The project will in turn cover on-site institute expenses for seven Institute team members per college, including materials, two nights of hotel rooms, breakfasts, two lunches, and all meeting breaks, in addition to the virtual support structures outlined above (office hours, webinars, virtual consultancies).*
16. For colleges in multi-college districts: Commitment to identification and consideration of changes in District-wide policy, practices, and technology systems needed to support guided pathways reforms.

I further understand that the college benefits from participating in CAGP include event experiences, coaching and problem-solving virtual consultancy sessions, opportunities to interact with peer colleges engaged in similar work, and the opportunity to contribute to building capacity for institutional change in the community college field. The ultimate beneficiaries will be the college's students who progress to completion, transfer, and employment.

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Signature of President  
(electronic signature may be inserted above)

Date

Verification of discussion with and support of the college's Academic Senate

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Signature of College Academic Senate President  
(electronic signature may be inserted above)

Date

**Please submit this signed document to NCII's Sarah Cale at [sarah@ncii-improve.com](mailto:sarah@ncii-improve.com) no later than Friday, September 17<sup>th</sup>.** Thank you for your time – and we on the NCII CAGP Phase Two Leadership Team look forward to working with you over the next three years through Spring 2024.

Sincerely...

Rob Johnstone and the CAGP Phase Two Leadership Team

**CAGP Phase Two  
Participating Colleges**

American River College  
Butte College  
Cabrillo College  
Chaffey College  
Clovis Community College  
College of Alameda  
College of the Canyons  
College of San Mateo  
Compton College  
Cosumnes River College  
Cuesta College  
Cuyamaca College  
El Camino College  
Folsom Lake College  
Gavilan College  
Grossmont College  
Lake Tahoe Community College  
Las Positas College  
Long Beach City College  
Los Angeles Trade Tech College  
Madera College  
Marin College  
Miracosta College  
Modesto Junior College  
Moreno Valley College  
Norco College  
Reedley College  
Rio Hondo College  
Riverside City College  
Sacramento City College  
Saddleback College  
San Diego Miramar College  
San Joaquin Delta College  
Santa Ana College  
Santa Barbara City College  
Santa Monica College  
Santiago Canyon College  
Sierra College  
Southwestern College  
Victor Valley College  
West Hills College – Coalinga  
West Valley College  
Yuba College