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**Rural Guided Pathways Project**

**Participation Agreement**

**Spring 2022 through August 2024**

To be completed by the college CEO. Please carefully review before signing.

Submit this signed document, along with your competed application, to Sarah Cale,   
[sarah@ncii-improve.com](mailto:sarah@ncii-improve.com), no later than March 1, 2022.

For more information about the project, visit [ncii-improve.com/rural-guided-pathways-project/](https://ncii-improve.com/rural-guided-pathways-project/)

**Participation Agreement**

**YES, I understand and agree that participation in the Rural Guided Pathways Project involves specific and clearly articulated commitments, as delineated below. On behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,** [name of institution] **I affirm that all participants from our institution will abide by these commitments:**

1. The college CEO will actively oversee the work with support from a designated **Rural Guided Pathways Project Lead.** This Lead is a high-level cabinet officer (preferably the chief academic or chief student services officer), who will also serve as the primary institutional contact person for work related to this project. We are including the name of and contact information for our college’s Rural Guided Pathways Lead on page 3 of this document.
2. The CEO will designate **five or six** (**5–6) community partners who are committed allies in enhancing regional economic opportunity.** These community patners will participate in the project for its duration, including Institute participation (when content is relevant) and all in-person coaching visits. These community partners will be in *leadership positions* in their respective organizations or in the community, and they might include employers, economic development entities, transfer partners, K–12 institutions, community-based organizations, and others. They will share an aligned vision of the potential of this work to increase economic opportunity in the region as well as be partners in the implementation of a cross-sector approach to guided pathways at our college. We understand that the stakeholders selected for this role will vary by college, but the common thread will be that community partners have the regional relationship capital to advance the project’s implementation efforts. We are including names, titles, and contact information for each of our college’s community partners on page 4 of this document.
3. Our institution will devote the time and talent needed to implement guided pathways *at scale* for all students. We understand that this work will require significant institution-wide change and will include 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 on-ramp 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.
4. For each design and implementation task, we will focus strong attention on equity — both intentionally designing equitable student experiences and explicitly addressing barriers to equitable outcomes and institutional factors that perpetuate inequities.
5. We will devote the necessary time and talent to planning and executing 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.
6. We will use and regularly review the guided pathways momentum metrics that indicate student connection, early momentum through pathways, and completion. The metrics used for this project — which were identified by the Community College Research Center at Teachers College, Columbia University — include:

* Earned 6+ college credits in 1st term
* Earned 12+ college credits in 1st 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:
  + 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
  + Year-to-year retention
* College course completion Key Performance Indicator:
  + - College-level course completion rate in students’ first academic year

1. We will participate and fully engage in the virtual support events scheduled between the spring 2022 and fall 2024 terms, including two 90-minute virtual consultancy sessions per semester (2 members per non-presenting college, 5 members per presenting college), three topical webinars each year, and office hours with the college’s primary NCII coach or project subject-matter experts as needed to support the work.
2. We will send a full eight-person team to actively participate in each of the six Institutes between June 2022 and April 2024 as laid out in the schedule below. **The College President and the Rural Guided Pathways Project Lead/primary college contact will attend every Institute.** NCII will make recommendations for the composition of the remaining six members of our team for each Institute, which will include recommendations for including community partners. Our college will make the ultimate decision about who these six members of our team will be.

* Institute Schedule:
  + Institute #1: June 27–29, 2022
  + Institute #2: October 19–21, 2022
  + Institute #3: February 8–10, 2023
  + Institute #4: June 7–9, 2023 (virtual event)
  + Institute #5: October 18–20, 2023
  + Institute #6: April 10–12, 2024

1. We will coordinate with our college’s NCII rural pathways coach to set the agenda for one coaching visit to our college each year. **The College President and the Rural Guided Pathways Project Lead/primary college contact will participate in each coaching visit and all other project support structures.**
2. We will complete and submit structured advance work by the deadline prior to each Institute. Prior to each Institute, we will hold at least one meeting of the Institute team to review and discuss the assigned work.
3. During each Institute, we will complete an engagement and action plan to identify next steps, timelines, and responsibilities for work on designing and implementing guided pathways for students. We will provide this action plan to NCII project staff by the deadline provided at the Institute.
4. We will pay all travel expenses (air and/or ground transportation, plus dinners) for institutional team members who participate in the project Institutes. Breakfast, lunch, and snacks will be provided at the Institutes.
5. Our college’s guided pathways lead will participate in a pre-conference session during the morning of the first day of each Institute to prepare for the Institute.
6. Our college’s CEO will participate in one CEO-only meeting each semester, either virtually or at a dinner during the in-person Institutes.

**Rural Guided Pathways Project Lead**

Our college’s Rural Guided Pathways Project Lead/primary contact for this project is:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Email** | **Best phone number(s)** |
|  |  |  |  |

**Community Partners**

Our community partners for the Rural Guided Pathways Project are below. We understand that NCII will follow up with participation agreements for each of these partners.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Name** | **Title** | **Organization** | **Email** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 5. |  |  |  |  |
| 6. |  |  |  |  |

**Signatures**

     

Signature of College CEO Date

(electronic signature may be inserted above)

**Verification of discussion with and support of the college’s faculty leadership/academic senate/faculty union**

Signature of College Faculty Leadership Date

(electronic signature may be inserted above)

**Verification of discussion with and support of the college’s local governing board (if applicable)**

Signature of Governing Board Chair Date

(electronic signature may be inserted above)

For more information, contact, the National Center for Inquiry and Improvement (NCII):

Rob Johnstone, [rob@ncii-improve.com](mailto:rob@ncii-improve.com)

Chris Baldwin, [chris@ncii-improve.com](mailto:chris@ncii-improve.com)

Gretchen Schmidt, [gretchen@ncii-improve.com](mailto:gretchen@ncii-improve.com)