Pathways to Results Charter

College Name: _____   Date Last Updated _____

Convening a Team (Engagement and Commitment)

In this step, you will identify who will lead the PTR process, who will be a part of the PTR team, and what their roles are. In identifying who will lead or co-lead the PTR process consider the following:

- Who is/are the team leader(s) that will coordinate the project through implementation of the identified solutions?
- Who is/are best positioned to lead this work?
- Who can tap relevant partners and build support for this work?

Teams are advised to incorporate individuals responsible for institutional research functions, academic leadership, faculty, and student support as well as any relevant external stakeholders.
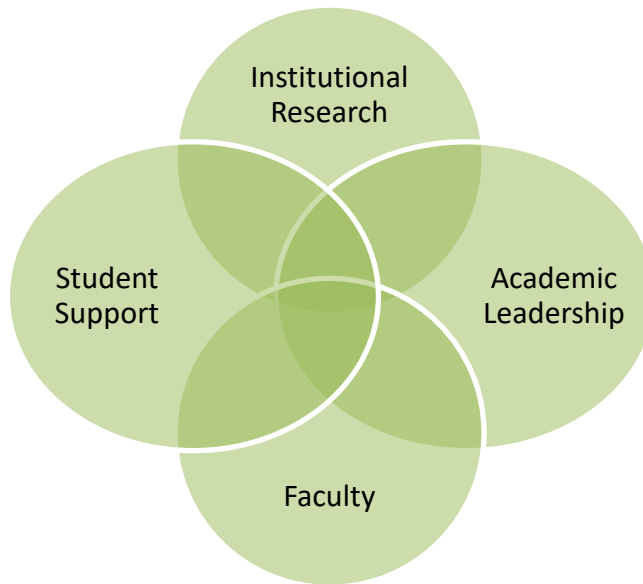
Record your team in the following table, highlighting each team member's role, adding rows as necessary.

Team member	Team role(s)	Email address
Example: Director of Institutional Research	*Provide data to the team and expertise on data availability and analysis*	*IR@college.edu*

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Describe the Problem (Equity and Outcomes Assessment)

In this step, you will describe the equity gap identified through analysis of the data in the form of a problem description and problem statement. Then you will outline the rationale for addressing the problem as outlined.

Problem Description
The problem description should describe the data reviewed and reference the specific equity gaps identified. Problem descriptions are typically 2-3 paragraphs long.

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Problem Statement

Problem statements are typically 2-3 sentences long and highlight the equity gap identified. An example problem statement might read as follows: Retention and graduation rates for Students of Color in our manufacturing programs are not equitable. As such, Midwest Community College needs to examine our processes and practices to ensure our programs are culturally responsive and that adequate supports are provided for Students of Color to support their successful completion of our manufacturing programs.

Rationale

Why should the problem be addressed at this time? What are the consequences of not doing the project? What guiding principles from the [Principles to Guide Career Pathways and Programs of Study Implementation and Improvement](#) will be strengthened by this project?

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Identify partners (Equity and Outcomes Assessment)

In this step, you will identify partners who can support the PTR process. What partners will contribute to the PTR project and support the work carried out by the PTR team? While partners may not attend regular PTR meetings, their contributions can be key to the success of the PTR work. Teams are advised to incorporate individuals, as appropriate, from secondary and/or transfer institutions, employers or industry representatives, policy makers, community based organizations, or workforce development initiatives.

Secondary and Transfer Partners

Workforce Development

Core PTR Team

Business and Industry

Policy makers

Community Based Organizations
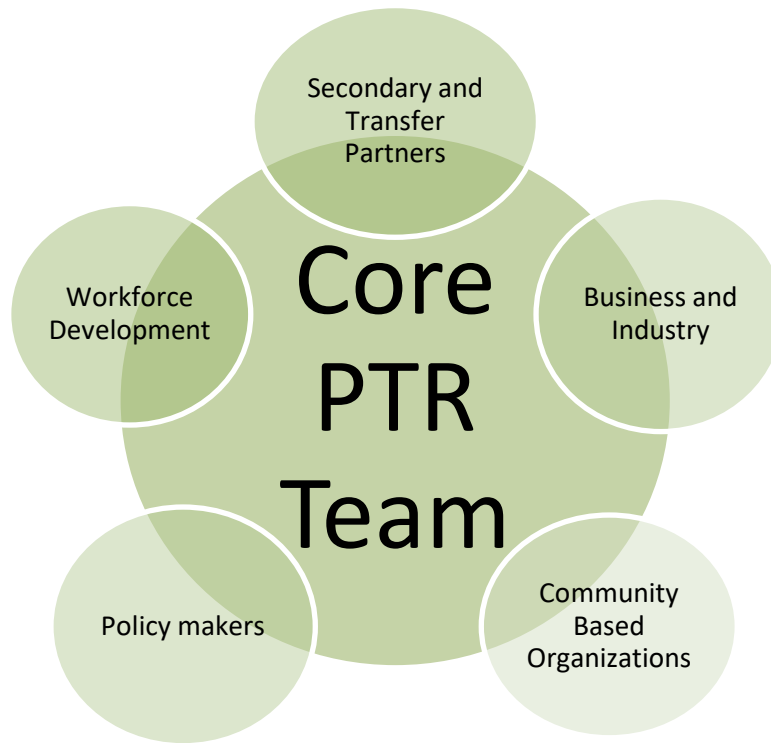
Record your PTR partners in the following table, highlighting each team, adding rows as necessary.

Partners and other Stakeholders	Expected Contributions
Example: Local employer	*Provide feedback on anticipated future needs within career pathway*