# Moorpark College Guided Pathways Projects

## Rubric for Determining Assignment Hours

**Level 1 Program Mapping: Up to 9 Total Hours Shared**

*Suggested use of allocated hours:*

* 2-hour orientation meeting between 1 counselor and 1 lead discipline expert
* Up to 1 hour allocated for counselor to research unique information for this program
* Up to 2 hours allocated for discipline expert to design program map
* 1-hour post-mapping meeting between 1 counselor and 1 lead discipline expert

*Level 1 programs would include AA/AS programs not designed for transfer, or simple ADT programs that do not have complex general education requirements or pre-requisites. Counselor’s research time would be minimal, yet may be needed due to unique considerations associated with the program.*

**Level 2 Program Mapping: Up to 10 Total Hours Shared**

*Suggested use of allocated hours:*

* 2-hour orientation meeting between 1 counselor and 1 lead discipline expert
* Up to 2 hours allocated for counselor to research unique information for this program
* Up to 2 hours allocated for discipline expert to design program map
* 1-hour post-mapping meeting between 1 counselor and 1 lead discipline expert

*Level 2 programs would include ADT programs that include courses requiring pre-requisites; most programs will be considered Level 2*

**Level 3 Program Mapping: Up to 13 Total Hours Shared**

*Suggested use of allocated hours:*

* 2 hour orientation meeting between 1 counselor and 1 lead discipline expert
* Up to 3 hours allocated for counselor to research unique information for this program
* Up to 4 hours allocated for discipline expert to design program map
* 1 hour post-mapping meeting between 1 counselor and 1 lead discipline expert

*Level 3 programs would include ADT programs that are complex:*

* *Courses require pre-requisites and specific sequencing*
* *Double-counting GE coursework must be taking into consideration*
* *Programs that have maps for multiple unique transfer institutions with varying requirements*

**NOTE: Certificates of Achievement** will be mapped at the same time as Associate Degrees *if they are similar course sequences as the degree.* Additional hours could be added for discipline experts for disciplines that have more than two (2) Certificate of Achievements to be mapped. One (1) additional hour will be allocated for each certificate that has *more than* two (2) semesters of coursework to be mapped, for a maximum of five (5) additional hours.