

## STUDENT EQUITY & ACHIEVEMENT (SEA) COMMITTEE MEETING

[SEA WEBSITE](#)

April 10, 2023

1:00 – 2:30 p.m.

MINUTES

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### Join Zoom Meeting:

<https://sbcc.zoom.us/j/92888839255?pwd=T2xFeUpNeEdjMjNnK3hEN3dMWjZYz09>

Meeting ID: 928 8883 9255 Passcode: 419332

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**Members in Attendance:** Co-Chair Paloma Arnold, Co-Chair Roxane Byrne, Andy Gil, Robin Goodnough, Jennifer Hamilton, Akil Hill, Jens-Uwe Kuhn, Jennifer Loftus, Jennifer Maupin, Maureen McRae Goldberg, Co-Chair Brittanye Muschamp, Kristy Renteria, Co-Chair Laurie Vasquez, Sara Volle

**Members Unable to Attend:** Mark Bobro, Jeanette Chian, Liz Giles, Elizabeth Imhof, Amanda Jacobs, Chelsea Lancaster, Christina Llerena, Julio Martinez, Vanessa Pelton

**Resources in Attendance:** Cheryl Brown, Nicole Hubert

**Guests:** Lydia Aguirre-Fuentes, Justina Buller, Raquel Hernandez, Sergio Lagunez, Elizabeth Mares, Chantille Marquez, Melissa Menendez, Nicole Oldendick

### 1. Call to Order

### 2. Public Comment

Public Comment Guidelines - Limited to 2 minutes per speaker to ensure the committee has sufficient time to address committee business. Committee will not respond to comments during public comment.

*Public comment made by faculty member Justina Buller to increase funding for SEA proposals*

### 3. Approval of Minutes

#### [3-13-23 Minutes - Draft](#)

*Robin Goodnough made a motion to approve the minutes. Maureen McRae Goldberg seconded the motion. The minutes were approved.*

### 4. Information

A. Presentation - ¡Raíces Program (Sergio Lagunas Garcia, Melissa Menendez, and Lydia Aguirre-Fuentes).

*The Raíces team read each of the names of people who have contributed to and continue to support the development of the Raíces program due to the importance of recognizing the immense amount of work contributed by the members.*

*Works by Dr. Gina Garcia, Tara Yosso, Gloria Anzaldúa, and Bell Hooks are influencing the work and foundational principles in the Raíces program.*

*In developing the program, the team wants to empower students, provide opportunities and academic support. Right now, there is a soft launch, and they are preparing for the official launch in Fall 2023.*

*The presenters encouraged Raíces student commitments, and they talked about the curriculum offerings (closed sections as well as reserved seats for Raíces students).*

*An Equity Counseling Professional Learning Group (consisting of Gwyer Schuyler, Rosy Vidal-Ayres, Ana Garcia, and Lydia Aguirre-Fuentes) participated in the Faculty Institute, and have created a new space to be inclusive and collaborative with Career Counselors, DSPS, ... to show best practices for the equity work they're currently doing.*

*In development is the Raíces Student Center, called La Plazita, located in WCC 206 and 207. They plan to host events (have a balance of academic, cultural, and social integration). The team wants to strengthen community relationships through outreach and recruitment, in addition to strengthening on-campus relationships.*

*There are many things to do before the Fall 2023 launch, including the hiring of SPAS, hourly staff, and peer mentors, collaborating with different departments and programs on campus, developing a book lending library, designing first year cohort course curriculum and pedagogy etc.*

*Encourage students who you feel would benefit from this program to fill out the student interest form.*

*Refer to the [¡Raíces: First Year and Beyond!](#) slideshow for more information and contact info.*

B. [Timeline](#) for 2023-2024 SEA One-Time Funding Proposals

*Proposal deadline is 4/17 and we can start reviewing the proposals on 4/18. During our next SEA meeting on April 24th, we'll review the proposals together, and at our last meeting on May 8th, we'll rank them. By June 1st, we'll notify proposal recipients who are awarded money that they have been approved.*

*Spending limit is \$10,000 per proposal. We're still trying to get information as to how much remaining carryover funding there is. We'll send an update email probably next week with the money that's been spent so far from last year's proposals, and how much carryover we estimate there will be for the next proposals. A meeting in May has been set with Cheryl Brown and the co-chairs so they can dig deeper.*

*We'll send a follow-up email to people who are thinking about applying for a proposal. Just because it says \$10,000, doesn't mean you can't ask for \$50,000 or \$60,000. It is dependent on the amount of carryover funding. Co-Chair Vasquez added we're also being overly cautious.*

C. Remaining drop-in hours for proposal questions

Tuesday, April 11th from 9 a.m. - 10 a.m.

Friday, April 14th from 1 p.m. - 2 p.m.

D. Year end report discussion to share out to CPC. Summary of each metric group. Report on each metric highlighting work that people have done moving us in the right direction, Nicole Oldendick can support data with activities.

E. Provide summary of one time proposals.

*Basically, this is a summary highlighting the work that's been done on campus. We want to be able to have a spreadsheet where we can get a quick 5 minute overview of how we've used the money, what it's been used for, and also a way to share out to the campus all of the work that happens. We'll follow up with the people who received one-time funding last year. That way, before the beginning of fall, we can get a nice springboard of all the work that's been done. It also adds a layer of accountability in terms of getting funding for equity work.*

## 4.2 Discussion

- a. [2022-2025 Student Equity Plan Year 1 Action Plan](#) (55 minutes, **Brittanye**)
  - i. Breakout Rooms to start writing step by step instructions to accomplish Year 1 SEP Goals

1. Metric: Successful Enrollment
  - a. Jeanette Chian Brooks
  - b. Vanessa Pelton
  - c. Sara Volle
  - d. Martha Swanson
  - e. Cheryl Brown
  - f. Kristy Renteria

*The breakout group focused on # 8. Sara Volle noted that Nicole Hubert filled the group in on some of the new changes with student finance, including some that have to do with recent legislation.*

*Ms. Hubert said that IT resolved the delayed billing bus pass issue, and it is being closely monitored. However, if you hear of any issues, please report back to Student Finance, in particular Brittany Herrera, the Interim Student Finance Manager and the Cashiers Office. Give the student's K number and what they've reported.*

*Ms. Hubert also elaborated on the concept of changing the drop for non-payment policy. She noted there definitely are opportunities to change it, but it's going to take some work. The last time she took it to PC, it was rejected because they were concerned about how it would impact enrollment. She said the timeline of Fall 2024 is realistic. They need to do more research and have it fully vetted before bringing it forward.*

*Mx. Brown and Ms. Volle are going to work with Margaret Prothero on some of the Guided Pathways items soon, so they'll have more updates at the next meeting.*

*Regarding the revision of supplemental questions on CCC Apply, Co-Chair Arnold noted that in the Strategic Enrollment Management Committee, there is a subcommittee of people headed by Angelica Contreras, who are working on revising the supplemental questions. They have done a couple of things: They reached out to the departments who originally requested the*

*supplemental questions to ask if they actually still want those questions. Also, if data was still being collected, they asked Institutional Research if they used any of the information from those questions for data purposes. The subcommittee has brought all of that information together, and now they're working to eliminate and revise a couple of the questions.*

*They are also taking into consideration the fact that there is another opportunity to ask students questions when they actually register for classes. The subcommittee is trying to decide when is a better time to ask students, at the time of they complete the application, or at the time of registration? And also taking into consideration that the parenting question, for example, is actually being added to CCCApply due to the new legislation that just passed regarding priority registration requirements.*

*Regarding outreach, retention and enrollment, Co-Chair Arnold said we're working on trying to pull some of the data out of the systems that we use for outreach like Enrollment Rx. CCCApply also gives us the ability to see how many students have started the application and not completed it. And then we're looking at trying to implement some informal ways to survey students in Student Services. We're also working with consultants. Melissa Menendez has organized a workshop for Student Services leadership who are responsible for collecting data, to look at data through an equity perspective.*

*Regarding the Student Affairs reorganization, Co-Chair Arnold just presented to PC and the Student Services leadership. The proposal for Admissions & Records and Dual Enrollment is going to CPC next, and then hopefully the Board. Enrollment Services and the Equity programs and EOPS are going to be up next, and ACC will also be up soon.*

*What they realized is that they need to work with individual departments pretty deeply to determine their smaller needs, and then use that to inform the bigger reorg structure that they'll have.*

*Co-Chair Muschamp noted that the majority of our Student Equity Plan action steps are for year one. Years two and three are evaluation and continuing with year one actions. By no means do we think all of this was going to get done this year. The action plan is more of a springboard for the person in charge of that action. Ex: Do we need to send an email to get Math connected to Umoja...? Are we at least moving in the right direction with this action that we put in there? This won't get shared out with the campus. This is just for the committee to hold all of our ideas and notes. If we do a summary, it won't be through an action plan. It will be one or two pages about things that we accomplished this year.*

*At the next meeting, we'll keep going through the metrics.*

***Homework:*** *Go through the metrics again. You can also hop over to other metrics and take a look, because you might have a little more information where somebody else is getting stuck. If there are some things that you can do between now and April 24 for the plans you look at, that would be great.*

2. Metric: Completion of Transfer Level Math and English
  - a. Elizabeth Imhof
  - b. Jens-Uwe Kuhn
  - c. Robin Goodnough (Access?)
  - d. Raquel Hernandez (Access?)
  - e. Jennifer Maupin
3. Metric: Retention from Fall to Fall
  - a. Andy Gil
  - b. Nicole Hubert
  - c. Maureen McRae Goldberg
  - d. Akil Hill
  - e. Lelia Richardson
4. Metric: Completion & Transfer

- a. Z Reisz
- b. Elizabeth Giles
- c. Julio Martinez
- d. Kyle Rasmussen
- e. Christina Llerena
- f. Jennifer Hamilton
- g. Chelsea Lancaster
- h. Marc Bobro

**5. Action**

**6. Future Agenda Items**

- a. *Raíces* Presentation
- b. Spring semester SEA meetings
  - April 24
  - May 8

Resources

- Final [Student Equity Plan 2022-2025](#)