

STUDENT EQUITY & ACHIEVEMENT (SEA) COMMITTEE MEETING

SEA WEBSITE

October 10, 2022

1:00 – 2:30 p.m.

Minutes

Due to the COVID-19 crisis, and in compliance with the Governor's Executive Orders N-29-20 and N-33-20, Santa Barbara City College has temporarily moved meetings online.

Join Zoom Meeting:

<https://sbcc.zoom.us/j/92888839255?pwd=T2xFeUpNeEdjMjNnK3hEN3dMWjZYZz09>

Meeting ID: 928 8883 9255 Passcode: 419332

Members in Attendance: Paloma Arnold, Mark Bobro, Roxane Byrne, Jeanette Chian, Andy Gil, Liz Giles, Robin Goodnough, Jennifer Hamilton, Akil Hill, Elizabeth Imhof, Jens-Uwe Kuhn, Chelsea Lancaster, Christina Llerena, Jennifer Loftus, Julio Martinez, Brittanye Muschamp, Kristy Renteria, Laurie Vasquez, Sara Volle

Members Unable to Attend: Jennifer Maupin, Vanessa Pelton

Resources in Attendance: Nicole Hubert, Z Reisz

Guests: Liz Auchincloss, Virginia Estrella, Mari Manzo Lopez, Maureen McRae Goldberg

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.

3. Approval of Minutes

9-26-22 Minutes - Draft

Z Reisz made a motion to approve. Nicole Hubert seconded the motion. The minutes were unanimously approved.

4. Information (Laurie)

- Governor signs AB 1705
This hasn't been discussed in the Math Department yet, but Jennifer Loftus said it has to do with students being put into required classes for their program in addition to what AB 705 calls for regarding transfer level courses.
- Report - How introductory courses deter minority students from STEM degrees
The report is about identifying and ensuring that our students are completing the programs they want to complete their degrees in, and what some of the potential barriers are.
- Submitted SEA Term expenditure report

APPROVED

This message is to notify you that the SEA Term-End Expenditure Report for the Santa Barbara City College - Student Equity Plan (2021 - 24) has been reviewed by all necessary parties and is now Certified.

The screenshot shows that the SEA Term Expenditure Report was approved by the Chancellor's Office.

5. Discussion

5.1 Review Draft 2 - Student Equity Plan 2022-2025 (Brittanye, Roxanne)

- Making rounds in constituent groups (CPC, ASG, ALA, CCG, Senate)
 - Deadline for feedback Wednesday October 12, 2022
 - Create a planning and tracking calendar over the next three years to establish accountability for the SEP plan.

The Student Equity Plan is going through all of the governance channels. President Murillo is aware of the timelines. Most of the comments have been regarding grammar, clarification, or key words that need to be added.

Co-Chair Byrne reminded everyone to go back to their constituent groups and encourage people to give comments prior to the October 12th deadline. Once this gets approved in November, we want to do better in the analysis and feedback of what we wrote in the plan and periodically go back to it.

Co-Chair Vasquez created a DRAFT spreadsheet to share with the committee to show how we might track the planning for each metric in the Student Equity Plan. The format may change but the intent is to show that we are tracking the work.

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Questions, comments, and concerns:

- ◆ *Committee structure: The goal was to finish the Student Equity Plan first, and then at the end of the semester and next spring, start zeroing in on what the committee structure should be. Starting in Fall 2023, we would have the new committee formation.*
- ◆ *Co-Chair Vasquez' hope is that in all the planning that is currently being done at the college (strategic plan) there will be an administrative oversight of all the plans on campus.*

5.2 What does the committee think we should be doing in terms of following up with the first group of applicants who received SEA funding (i.e. approaches to possible evaluation of the projects that they're working on, and what additional support applicants might need)?

Ideas/Suggestions:

- ◆ *Ask people to report back on equity oriented things they were doing in their programs.*
- ◆ *Develop plans for other sources of funding if those projects were not necessarily meeting the criteria for SEA.*
- ◆ *If you're proposing an initiative that you think is really going to help mitigate or remove some sort of disproportionate impact, how are you evaluating whether it does that or not?*
- ◆ *The Co-Chairs could work on a Google form with questions such as "Did you meet your objectives?" "Why or why not?"*
- ◆ *Those who were awarded funds could provide a five minute **PowerPoint presentation** using a template created by the SEA committee. There were 18 requests in Spring 2021.*
 - * *Have several presentations over the course of a few meetings.*
 - * *Have people submit a brief narrative to go with the PPT presentation*
 - * *PPT presentations are helpful to show we're not duplicating efforts, and to share knowledge of what's happening on campus. They're also a good way to make sure benchmarks are being met and that funding is used accurately. They also help other people who haven't made a request get ideas.*
 - * *Using the list that shows the proposer, proposal and amount allocated, the PPT presentations could be linked to the website.*
 - * *If you want to keep PPT presentations succinct and similar to each other, it can be useful to provide people with a very clear PPT structure to stick to.*
- ◆ *Self-evaluation form similar to the one we ask people to fill out when they are proposing a new project.*

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◆ *Build the timeline now (i.e. offering workshops, determining one-time funding proposals...) so everyone is not rushed.*

◆ *It's important for us to figure out what our cycle will be for this upcoming year for new projects and ongoing funding as well.*

◆ *It might be that somebody asked for funding and doesn't realize how hard it is to spend the money. Maybe contacting the people we just awarded funds to before December to get them thinking about that. Having a timeline for that as well.*

◆ *The analysis and evaluation of how we're doing is really crucial to where we're at and where we want to go as a college. Those presentations will also help us lead into a structure of following up with the Student Equity Plan.*

◆ *Providing an end of the year report to share out to CPC and the Board*

Co-Chair Vasquez suggested that for the next meeting we bring some approaches, maybe create a dummy form and template for the PPT, just to get an idea of what it might look like so that the committee can review it.

5.3 Is there a need for a secondary short-term application for SEA funding?

Sometimes projects, ideas, and opportunities arise during times of the year we're not accepting SEA applications. Examples: replacing STEM posters that were not representative, attending equity-oriented anti-racism conferences, funding an intern in a department. What is the committee's thought about us putting together an ongoing application that could happen on a rolling basis? We would probably either have special meetings or take a certain amount of time at the end of each meeting to assess those requests and decide if they're going to be funded or not.

Questions, comments, and concerns:

◆ *Have a smaller award. The committee could decide as a group what that cap might be.*

◆ *Google form that would mirror the proposal form used in the spring.*

◆ *Create a process where everyone's involved and the committee is aware of the extra proposals that come in.*

◆ *One of the reasons for wanting a secondary application was to make the process more equitable. It could be something on our SEA web page where it's an ongoing form that anyone could access. Something that we share out so that the whole campus is aware that this request process exists. It will increase the ability to be fair with people having access to the information.*

◆ *Sometimes you don't know during the application time that your project is equity-based or equity focused.*

6. Action:

6.1 Request for Additional Faculty Mentor Funding due to error: \$20,746.92 (added to agenda 10/7)

Sarah Boggs submitted a proposal for the Faculty Mentor Project, which the SEA committee approved. Part of the project was originally going to be funded by the grant Elizabeth Imhof oversaw, but the majority of it was going to be funded by SEA. Ms. Boggs went out on leave for part of the semester.

At the end of the year, Ms. Boggs submitted the stipend request form to have all of the faculty who participated in the project paid. A payroll memo also needed to be sent to Payroll, but it was never sent, so the faculty were not paid for the work that they did through the end of last year. The money allocated went back into the SEA bucket of money. Ms. Boggs is asking SEA to approve the originally allocated amount of almost \$21,000 so she can submit the payroll memo for faculty to get paid.

There were about 200 students who participated in the program. It's a program that specifically serves underserved students, mostly Latinx because the original program came from a Title V Grant. But it's been expanded to connect with Umoja students, too. Another population Ms. Boggs has been actively trying to support are students who were placed on academic or progress dismissal, and who submitted a petition and were reinstated.

Akil Hill made a motion to approve the originally allocated amount of \$20,746.92 to pay for faculty who participated in the Faculty Mentor Project. Liz Giles seconded the motion. The motion was unanimously approved.

Robin Goodnough suggested that the committee return to a more formalized voting system (using "yes" and "no" buttons). She thought it was important to have a formal record of yays and nays from committee members when we vote on funding issues. Co-Chair Vasquez agreed, and wanted to retake the vote. However, some of the members had already left the meeting, so they will do that going forward in future meetings.

Co-Chair Vasquez said that the co-chairs have some work to do to present to the committee at the next round. The co-chairs will be meeting on Thursday to review comments with the SEP.

Resources:

- a. [Spring 2022 list of SEA funded proposals](#)
- b. [Spring 2021 list of SEA funded proposals](#)