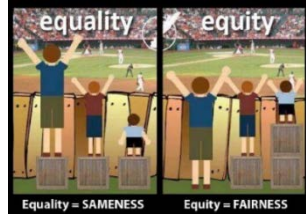Cerritos College
The College Committee on Student Equity
Wednesday, May 10, 2017; 3:00 p.m.; LC 51

MINUTES

Members Present:	Dr. Lucinda Aborn, Dean, Disabled Student Programs and Services (ACCME)
	Dr. Kristi Blackburn, Dean of Institutional Effectiveness, Research and Planning (Ex-officio)
	Damon Cagnolatti, iFALCON (Faculty Representative)
	Dr. Jan Connal, General Counseling (Faculty Representative)
	Dr. Shelia Hill, Instructional Counseling (Faculty Representative)
	Dr. Stephen Johnson, Vice President of Student Services (Co-chair)
	Dr. Steven La Vigne, Disabled Student Programs and Services (Faculty Representative)
	Michelle Lewellen, Faculty Senate President (Faculty Senate)
	Brittany Lundeen, Co-Director, Transfer Center (Faculty Senate)
	Norma Rodriguez, Director, Student Program Services (ACCME)
	Yvette Tafoya, EOPS Assistant Director (Ex-officio)
	Danylle Williams-Manser, Program Assistant II, Project Hope (CSEA)

Members Not Present:	Dr. Renée DeLong, Dean, Counseling (Ex-officio)
	Dr. Adriana Flores-Church, Vice President of Human Resources (Ex-officio)
	Felipe Lopez, Vice President of Business Services (Ex-officio)
	Saul Lopez-Pulido, Student Representative (ASCC)
	Rachel Mason, Instructional Dean of Business, Humanities and Social Sciences (ACCME)
	Rick Miranda, Vice President of Academic Affairs (Co-chair)
	Roxanne Mitchell, Administrative Secretary, Technology (CSEA)
	Terrance Mullins, CCFF (Faculty Representative)
	Karen Patron, Student Representative (ASCC)
	Nishi Shah, English Department (Faculty Representative)
	Traci Ukita, Counseling Department Chair (Faculty Senate)
	Graciela Vasquez, Associate Dean of Adult Education/Diversity Programs (Ex-officio)
	Dara Worrel, Math Department (Faculty Representative)

Guests:	Shawna Baskette, Kahlil Ford, Valyncia Raphael, Stephanie Rosenblatt

Dr. Johnson called the meeting to order at 3:08 p.m.

I.   Approval of Minutes

MSU (Hill, La Vigne) to approve the Student Equity Committee minutes of March 18, 2017, as presented. Ms. Lundeen abstained.

MSU (Lundeen, Aborn) to approve the Student Equity Committee minutes of April 12, 2017, as presented.

II. **BSI-Student Equity-3SP Integration Update**

Dr. Johnson stated that members of the Integration Task Force attended a Chancellor's Office training where they reviewed the integrated planning template and a model of the approval process. The Task Force has been meeting for some time to determine which parts of the Basic Skills Initiative (BSI), Student Equity, and Student Success and Support (3SP) programs will be continued or partnered in the new plan to achieve the expected success outcomes. As they develop the new integrated plan and roll out more substantive information, the Task Force will be requesting feedback from each of the programs. He indicated that he would forward suggestions from this committee to the integrated planning group if anyone had anything to share.

Dr. Connal stated that counselors have been discussing items they would like to see in the integrated plan for Student Equity. She distributed a handout they developed with ideas for Counseling and Student Services, Academic Affairs, and Institutional Collaboration. The list was reviewed and discussed by the group and will be shared with the Integration Task Force.

III. **2017-18 Budget Development**

Members received a copy of the proposed tentative Student Equity funding categories and items for 2017-18. Dr. Johnson pointed out that the list is tentative because we do not have our final funding allocation yet from Sacramento, the final expenditures for this year, or the integrated planning completed. As these come to be known, some of the items on the list may be removed. It is recommended we approve a tentative budget now much like the college approves a tentative budget in June.

Discussion ensued regarding the use of Student Equity funds for necessary services were previously, could be, or should be institutionalized. Concern was expressed about supplanting services that were previously supported with district funds. It was noted that we need to document objectives and outcomes of the funded projects. It was also stated that while something may have an impact on student success, it may not be what Student Equity was created for and that the ongoing funding of some projects should not come from this fund. Dr. Blackburn requested that items that are ongoing be added to the reporting schedule so we have documentation of how we are meeting our equity outcomes based on these structurally different equity programs.

Dr. Johnson assured the group that equity funds are not being used to supplant district expenses. He added that any funding that doesn't need to be continued won't. Items funded are within the spending regulations and address one, and sometimes many, disproportionately impacted student groupings.

Attention was also drawn to the issue of ongoing increases in salary costs. While personnel was budgeted with consideration of raises and step increases, funding for other programs with increasing part-time staff expenses was not increased.

Dr. Blackburn suggested that the $10,000 allocated to the Bridging the Digital Divide project be reallocated to the Native American project to help get the program started. It was also suggested that a functional location and supervision for the project be assigned. The additional funding could help provide expertise that can support the on-the-ground work. Dr. Raphael noted that the Diversity Committee should be working hand-in-hand with Student Equity, and as a new program, this project should first go there for the inquiry process and discussion about whether it is a viable program. Dr. Raphael stated she will meet with Dr. Blackburn to get more information and context for the program.

Dr. Johnson stated that we need a tentative budget in place for July 1 to carry us over until we have all of the information we need to finalize the amounts.

The committee was not able to approve the proposed tentative budget because there was no longer a quorum of members present.

Dr. Blackburn suggested, and it was agreed by those present, that we convene a special Student Equity Committee meeting on August 30 to continue discussion of the 2017-18 budget, complete the shared governance evaluation, and hear reports on the activities and outcomes originally scheduled for this meeting.

IV. **Future Docketing of 2017-18 Budget Requests**

This item was held over to the next meeting.

V. **2017-18 Meeting Calendar**

This item was held over to the next meeting.

VI. **Student Equity Shared Governance Committee Self Evaluation 2016-17**

This item was held over to the next meeting.

VII. **Campus-based Data on Equity Indicators**

This item was held over to the next meeting.

VIII. **Student Equity Plan Reporting, Appraisal, and Continuous Improvement Action Schedule**

A. Project H.O.P.E – Danylle Williams-Manser

This presentation will be rescheduled for a meeting during the 2017-18 academic year.

B. Title IX Professional and Student Training and Development – Valyncia Raphael

This presentation will be rescheduled for a meeting during the 2017-18 academic year.

C. Research Analyst Funding/Data Capacity/Culturally Responsive Teaching – Kristi Blackburn

This presentation will be rescheduled for a meeting during the 2017-18 academic year.

D. Diversity Recruitment/Professional Development Training – Adriana Flores-Church

This presentation will be rescheduled for a meeting during the 2017-18 academic year.

E. Bridging the Digital Divide: Piloting Targeted Tech Support at the Library – Stephanie Rosenblatt

Stephanie Rosenblatt reported on the Student Equity project funded for tech support in the Library. The project piloted the use of hourly workers to provide specialized tech support to students working in the computer lab adjacent to the reference desk. They provided 996 hours of specialized computer help for target populations which included answering 3,202 technology-related questions, providing technology support for students registering for classes, applying for financial aid, doing homework, and conducting job searches. Included in the population served were community users who identified themselves as prospective students. She added that due to the late notice of receiving project funding, they were only able to run the pilot for one semester. The pilot is now complete and they will not be requesting continued funding. The tech support service has been incorporated into the Library's daily operations.

IX.   Member Reports

This item was held over to the next meeting.

X.   Next Meeting

The next meeting is scheduled for September 13, 2017, at 3 p.m. in LC 51.

XI.   Adjournment

The meeting was adjourned at 4:52 p.m.