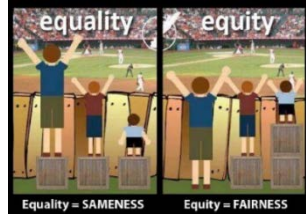


Cerritos College
The College Committee on Student Equity
Wednesday, February 14, 2018; 3:00 p.m.; Board Room

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)
Dr. Jan Connal, General Counseling (Faculty Representative)
Dr. Renée DeLong, Dean, Counseling (Ex-officio)
David Fabish, Instructional Dean of Liberal Arts (ACCME)
Michelle Fagundes, English Department (Faculty Representative)
Dr. Chelena Fisher as proxy for 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)
Rick Miranda, Vice President of Academic Affairs (Co-chair)
Roxanne Mitchell, Administrative Secretary, Technology (CSEA)
Rodrigo Quintas, Student Representative (ASCC)
Dr. Valyncia Raphael, Director of Diversity, Compliance, and Title IX Coordinator (Ex-officio)
Armando Soto, Counseling Department Chair (Faculty Senate)
Yvette Tafoya, EOPS Assistant Director (Ex-officio)
Graciela Vasquez, Associate Dean of Adult Education/Diversity Programs (Ex-officio)
Dara Worrel, Math Department (Faculty Representative)

Members Not Present: Dr. Pauline Acosta, CCFF (Faculty Representative)
Raul Avalos, Student Representative (ASCC)
Damon Cagnolatti, iFALCON (Faculty Representative)
Felipe Lopez, Vice President of Business Services (Ex-officio)
Karen Patron, Student Representative (ASCC)
Ashna Perera, Student Representative (ASCC)
Norma Rodriguez, Director, Student Program Services (ACCME)
Danylle Williams-Manser, Program Assistant II, Project Hope (CSEA)

Guests: Anyssa Avalos, LINC Student Ambassador; Joel Castro, LINC Student Ambassador; Dr. Kahlil Ford, IERP; Stephanie Murguia, Admissions; Linda Ramos, LINC; Miya Walker, Public Affairs; Kim Westby, Student Support Services

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

I. Approval of Minutes

It was noted for correction that Dr. Johnson called the January 10 meeting to order, not Mr. Miranda as stated in the draft minutes.

MSU (Lundeen, Aborn) to approve the Student Equity Committee minutes of January 10, 2018, as corrected. There were no abstentions.

II. Revised Project Status & Evaluation Report Form

The Committee received a revised Project Status & Evaluation Report Form. The form was amended to include a description of the funded project's intended outcomes.

III. Project Performance Reports

The committee received reports on the activities and outcomes of the following Student Equity funded projects:

A. Deaf and Hard of Hearing (DHH) Students Math Tutoring – Steven La Vigne

Dr. La Vigne outlined the challenges the Deaf and Hard of Hearing (DHH) students face in trying to watch a sign language interpreter and a math tutor simultaneously. They have worked to make an equitable situation for the students by hiring math tutors who are proficient in American Sign Language (ASL). Data for DHH students shows an increase in math completion and success rates over the past 2 years. He added that additional equity funding made it possible to expand the service to include English and reading tutors as well as outreach services to the DHH campus community.

B. LINC Community Outreach Leaders – Yvette Tafoya, Linda Ramos, and LINC Student Ambassadors

Linda Ramos, LINC Program Facilitator, stated that the LINC Program was started in 2008 in the Financial Aid Office as an on-campus support program for foster youth. The program is comprised of a full-time academic counselor, full-time program facilitator, an MSW Intern, and student ambassadors. Ms. Ramos shared statistics from national and multi-state studies on foster youth education and outcomes for those aging out of foster care. She added that foster youth enrollment at Cerritos has remained steady even though other colleges are diminishing, and our LINC numbers are stable or increasing. We enjoy partnerships with Jovenes, The Whole Child, LA Opportunity Youth Collaborative (OYC), and other community support services.

Former and current LINC student ambassadors shared their experiences with the LINC program and the benefits they have received such as counseling services, tutoring, priority registration, book vouchers, and many more. They have also done on- and off-campus outreach which helped to improve their communication skills and made them more aware of the resources available to foster youth.

C. Hyland – TC/TCE – Stephanie Murguia

Ms. Murguia presented an overview on how the Hyland Transcript Capture/Transfer Credit Equivalency (TC/TCE) software functions. She stated that we take an OCR scanned image of a transcript and run it through character-recognition software and templates created from our feeder high schools and community colleges. The software articulates the image to classes at Cerritos College and the end product appears as articulated transfer credit on the Cerritos College transcript. Once the transferred credit appears on the transcript, the student can use Degree Audit to evaluate their progress. The Admissions Office currently has six months of manual transcript evaluation to be done before the students can use Degree Audit. If the college upgrades to PeopleSoft 9.2, the delivered portal will offer more opportunities to provide information to students.

Ms. Murguia added that we are using Transcript Capture to increase prerequisite clearances, and degrees and certificates. We recently created two templates for multiple measures from high schools. We are also moving forward to create an unofficial transcript of Adult Education courses for SSSP, math, and English 40 courses.

D. Student Outreach by Public Affairs – Miya Walker

Ms. Walker shared how funds allocated to her area were used to broaden student outreach by piloting media opportunities that would be impactful. She had part-time staff conduct research to find past avenues of contact for our demographic. They discovered that, while we need Instagram, Facebook is still king. We have developed an online presence in that we began with 50 fans for our page but now have 1,565. Her area has been very aggressive with advertising and posting to social media. She added that we have expanded our online presence in radio to areas we have not tried before, like Pandora. We also researched the channels our demographic listen to and because 70% of our demographic is Hispanic, we partnered with Univision on mobile, digital, and radio.

There is a push for visibility in running ads on buses in Long Beach Transit and Metro. We run full color pictures and emphasize that our classes begin earlier than other colleges. In researching how to establish an official communication channel with our students, we found students prefer to receive email communication about once a week. We have launched a student version of Campus Connection combined with Daily Falcon that is sent out every Friday. So far, about 40% of the students are opening those messages.

E. Language Access Program – Stephen Johnson

Dr. Johnson reported that in an effort to promote accessibility, Gateway Services offices prominently display posters identifying the six most common languages of our service population and student body. We have contracted with Language Line Solutions to provide interpreter services for these languages and others using dual-handset phones. Phones are available in the Admissions and Records, Counseling, Financial Aid, DSPS, and Adult Education offices. This service addresses the Access indicator in Student Equity. In addition to interpreter services, Language Line provides Spanish translation of relevant portions of the catalog and schedule.

F. Professional/Student Diversity, Equity, and Inclusion Development – Stephen Johnson

Dr. Johnson stated that funding from this account has been used for Student Equity Planning Summits with USC's Center for Urban Education, ATIXA training, NCORE Conference, Behavior Intervention Team training for selected CAIR Team members, Museum of Tolerance Leadership trips, and CSULB InterACT student training for athletes and others for prevention of student sexual misconduct.

G. SDSU Research Foundation and M2C3 Research and Development Project – Stephen Johnson

Dr. Johnson reported that we have completed surveys of students, faculty, and staff in student-serving offices. We are still awaiting data on the two employee groups. The student data part requires the other two groups to triangulate, analyze, and then implement strategies to improve equity and student success.

Dr. Blackburn stated that the student survey has come back and she is preparing a portion to share with committee.

IV. Student Equity Summit III – Johnson, Miranda

Dr. Johnson informed the committee that the summit is not yet set for June, but we are working toward a date. We want to use the summit as an opportunity to re-cap reports and data, and forge a path ahead.

Discussion ensued, including the following comments:

- June is not conducive for classroom faculty to attend;
- the retreat is for the committee, but open to all;
- Guided Pathways will be an umbrella for all of the plans, including the Integrated Plan;
- a guest speaker, such as from CCEAL, would be helpful; and,
- we need to bring opportunities for the campus to have shared experiences, so as to broaden and deepen the equity progress.

V. Student Equity “Ongoing” and “Continuing” Categories

This item was held over to the next meeting.

VI. Data Gathering and Disaggregation Updates – Lewellen, Blackburn

This item was held over to the next meeting.

VII. Member Reports and Requests for Future Agenda Items

This item was held over to the next meeting.

VIII. Next Meeting

The next meeting is scheduled for April 11, 2018, at 3 p.m. in AD 117.

IX. Adjournment

The meeting was adjourned at 4:50 p.m.