

Student Equity & Achievement Committee
Meeting Minutes
September 28, 2022

Quorum?	Yes – Seven listed voting members out of twelve. Fifty-one percent of voting members.
Public Comments	None
Approval of Minutes	A request was made to have previous meetings’ minutes sent in email for members to review.
Committee Membership	Changes in the membership were noted. The committee still needs 3 faculty and 1 classified representative.
Review SEA Committee Survey Results	<p>There were only four responses from committee members, but these were mostly positive. Answers to each question were reviewed briefly.</p> <p>For the question “What improvement should be made for this committee?”, here were posted comments:</p> <p style="padding-left: 40px;">Many times we seem to run in place instead of moving forward.</p> <p style="padding-left: 40px;">It’s been a long and arduous process. The first meeting I attended, members expressed anger that the SEA budget had been asked for, but not received. Those members claimed that VC was not being transparent. From my recollection, it took almost two years before the SEA budget was shared. We have a long way as a cmte [sic], but a shorter way on our progress. The cmte is evaluating how funds have been spent, who is spending them and what the process should be for subsequent funding. It has been a long and messy process but it is democracy in action.</p> <p style="padding-left: 40px;">Some agenda items are quite ambitious and it falls primarily on Jennifer to make things happen on the management side. She needs help and I hope this committee does not burn her out. Jennifer has made a huge difference in the manner in which we interact with each other, listen to each other and commit to working together to create impactful initiatives via the SEA Plan. Appreciate Paula and Veronica. Strong women of color that work diligently on keeping us on task and moving the agenda of the SEA committee –from planning, to funding, raising issues/concerns, to implementation of the SEA plan. Their continual leadership is greatly appreciated.</p> <p>The budget was brought up in a lot of the survey comments. There was also a comment about the committee leading change on the campus. Neither is explicitly called out in the committee’s charge. Maybe the members want to think about revising the charge to include these.</p>

<p style="text-align: center;"><i>Future Agenda Item</i></p>	<p>One problem with this is the committee is not an oversight committee. Also, the SEA budget is not the only source of funding spent towards equity and issues. The committee should keep in mind they are making sure equity activities are happening campus-wide regardless of funding sources. The question is: “Are we doing this as a campus?” It’s not “What’s paying for it?”</p> <p><i>Agenda Item</i> – The committee will review its charge at the next meeting.</p>
<p>Student Equity Plan (SEP) Steering / Writing Group Update</p>	<p>The group has been meeting every other week. There has been some progress with an estimated 50% being completed.</p> <p>The State Chancellor’s office has granted Ventura College (and Oxnard) a month’s extension on the deadline, with a new due date of December 16.</p> <p>The work group’s deadline to get the finished plan to the SEA committee is by the October meeting. It will go out to various governance committees for feedback. The first and second reads by the Senate are scheduled for November. It must be completed, then be presented for the Board’s review at the December meeting.</p> <p>The draft plan(s) will be placed in a folder for members to read – along with the data. There will be five separate documents – mini-plans, one for each of the metrics. These are regarding:</p> <ul style="list-style-type: none"> • Access and enrollment which looks at if people who applied to the college actually come; • English and Math in the first year and the success rates of this; • Transfer; • Fall to Spring persistence; and • Completion. <p>The metrics remain the same as the previous equity plan – which is also in the committee’s folders.</p> <p>The State’s recommendation was to focus on a few areas and not to try solving all things for every group. After looking at Ventura College’s data, two groups were chosen: men of color and part-time students. These two student populations had a disproportionate impact in every single category.</p> <p>The budget expenditures report is something separate from the Plan and was submitted by its deadline.</p>
<p>Current SEP</p>	<p>Were objectives met from the SEP which expires in 2022? Is there data to show the outcome of its goals?</p>

	<p>There is a problem with trying to look at data to see the outcomes of the previous equity plan. The required MIS data submitted to and received from the State is not the same data we get when we pull our own data. It's impossible for Institutional Effectiveness to replicate using our system, so numbers can't really be compared. Phil would probably say we're trying to compare apples to oranges.</p> <p>One of the improvements with the new plan is the ability to track equity in whatever way we define it. As required, MIS data will still be reported to the State, but then we can provide our own starting numbers and comparative results along with a narrative.</p> <p><i>Action</i> Even without data, progress still has to be reported as part of the reflection section in the new plan. Jen will work with Phil to try and get some meaningful numbers.</p> <p>As part of the write-up of the first metric, we could include equity efforts made by our Marketing/Outreach team and by Financial Aid employees.</p>
<p>SEA Budget</p> <p><i>Action</i></p> <p><i>Future Agenda Item</i></p>	<p>The BRC provides monthly budget reports which are posted on their webpage. While these Banner reports provide regular information, they can be hard to understand. Also on the webpage is an informational document which explains the budget parts, and it's being updated now.</p> <p>The State has accepted our budget report, and their notification has been added to the shared committee folders. This report covered expenditures from the previous year.</p> <p>Damien will work with Dawn to create a more descriptive spreadsheet (snapshot) of the expenditures. However, extra effort is required to set up the spreadsheet so it is not something that can be done often. Aside from being challenging to produce, this spreadsheet doesn't show all the expenditures that were covered using other fund sources.</p> <p>In addition to showing a greater breakdown of last year's expenses, Damien is working now on something to show how funds are allocated for this new year.</p> <p>Regardless of the funding, the SEA Committee should be recommending equity and achievement goals, outcomes and activities. It is up to the college to find the funding. This can come from Guided Pathways and general funds, as well as the HERRF and COVID funds or even the HIS STEM Grant. Equity goals need to be met by the college and not just thru one singular budget.</p> <p>Further budget discussion will be done at the next meeting.</p>

<p>SEC Goals</p> <p><i>Future Agenda Item</i></p>	<p>Committee members may want to read the new equity plan, so that it can be used as a guide for establishing this year's committee goals.</p> <p>Something should be included about strategic alignment with the college Master Education Plan, Guided Pathways, and other district plans. However, these plans can be too broad, whereas the Equity Plan is very specific in nature.</p> <p>Dan suggested that all plans be put together as chapters in one big plan. The Educational Master Plan will be revised in 2023. Dan will work within the CPC to try to get these more integrated. The integration of plans can be difficult. They're on different time cycles (3-year plans, 5-year plans, etc.).</p> <p>Possible goals include:</p> <ul style="list-style-type: none"> ● Finalize the Student Equity Plan. ● Integration of all college plans, assuring the plans relate to the Student Equity Plan. <p>Finalizing goals will be deferred to the next meeting. With new members, this will give them the opportunity to become acquainted with the SEP to help make more meaningful goals. New members were also asked to think about what they thought the SEA Committee was for? What were they expecting? This may help to formulate group goals.</p> <p>The college's definition of equity can be found in the group's folder "Definitions Terms Equity Mission Etc". This was last updated by the SEP writing group on March 15. Jen will add it to the SEP 2022-2025 folder as well for inclusion in the new plan. Also within the group's folder is a document (Equity Definitions Draft 10.18.21.docx) of collected definitions for possible consideration and comparison.</p>
<p>Next Meetings 2:00 – 3:30</p>	<p>November 16, 2022</p>