

March 12, 2025

## SEAS Advisory Council Minutes

### Student Equity and Success Advisory Committee Charge:

- Draft from ChatGPT – Combined Language
  - The Student Equity and Success Advisory Committee is responsible for strengthening equity outcomes and student success through the continuous assessment, design, and implementation of goals aligned with Ventura College's Educational Master Plan and Student Equity Plan. The committee serves as a hub for communication, coordinating equity initiatives, and monitoring progress on key student success metrics. It works through cross-functional workgroups and equity action teams to drive actionable improvements, ensuring that recommendations made to the College and initiatives for future Student Equity Plans help close equity gaps and support the success of all students, especially those from historically excluded groups.
- Workgroups are assigned as needed for activities such as implementing and evaluating elements of the Student Equity Plan (SEP), advancing SEP and institutional equity work, preparing reports for the institution and state reporting, and drafting subsequent versions of the SEP
- Meets monthly during the academic year.

### SEAS Leadership:

Chair Structure:

- Admin: Brook
- Faculty: Corey
- Classified: Raquel

### SEAS Council Executive Members:

- Eric (on sabbatical for Spring 2025), Corey, Nenagh, Tatiana, Veronica, Brook, and consultation with Coach Al Solano

### Leads from Each Workgroup:

- Access & Enrollment
  - Tatiana
  - Kenya J.
- Transfer Level English & Math
  - Eric
  - Nenagh
- Persistence & Retention
  - Oscar
  - Brook
- Completion & Transfer
  - Corey
  - Adrianna

**Attendance: Corey W., Tatiana L.S., Brook M., Jeffery A., Raquel DLS., Marian C.N., Phil B., Nenagh B., Veronica A., Sergio G.,**

### 1. Welcome

1.01 Welcome

### 2. Adoption of Agenda

2.01 Review of Agenda

### 3. Public Comments

3.01 Public comments

### 4. Approval of SEAS Minutes

4.01 December 11<sup>th</sup>, 2024

- [SEA-GP Minutes 2-12-2025](#)

## 5. Participatory Governance Handbook

### 5.01 Review of Committee Charge and Membership (TBD: formal committee per the PGH?)

- Review, edit, approve charge (Brook)

### 5.02 Chairs (Brook)

- Admin: Brook Masters
- Faculty: Corey Wendt; Eric for 25/26
- Staff: Raquel De Los Santos

## 6. Discussion and Action Items

### 6.01 Call to Action: Expanding Counselor and Staff Participation – Letter from SEAS Advisory Council (Brook)

- Expanding on counselor participation
- Brook writing summary report of retreat – it was really great and productive
- Looking to reach out and check in with examples of counselor retreat
- Letter went out before VPSA arrived – reshare and resend so everyone can be in the know
- Update: No response from Exec as yet
- Not impressed with CPC needing to work forward for positive movement for next year.
- Last contract negotiation was big

### 6.02 Debrief SEAS/Counselor Meeting

- Feedback
- Raquel: great to get all players involved – benefited more from more conversation – more questions? Looking forward to another one
- Brook: first convo we were getting to know each other's work and now we can revisit and ask more questions
- Marian: another mental massage. Where is the accountability? Where is the outcome? Nothing has been done from last SEP. Its hard to make meaning of numbers that aren't simplistic. We start and give 0 support.
- Corey: example – four years ago we had GP group we wanted to start honors program and it didn't work. Another example. Comes down to time and support
- Brook: good points – where is the accountability? How can we know the work has been done? LEAP Dean office is responsible for executing SEP. Honors also apart of LEAP.
- Marian: you need to offer honors classes for 3 years to be able to offer honors at the college. Rubisela Gamboa was given a stipend to do the research and get it off the ground.
- Brook: we are starting to implement. I hope it feels like there is a team of people that can help move it forward
- Tatiana: We don't have institutional knowledge
- Brook: given hall pass on honors program
- Marian: that's disgusting. That's disappointing. If we had an honors program we would have students more interested
- Brook: I didn't know that I could go to Marian or Rubisela
- Nenagh: news from EMAST! Glad I can listen to honors program. I like that 4 workgroups are coming up with plans and implementing them. Eric really wanted to start the work. EMAST has done amazing things and we want to share! I think we have made a difference.
- Brook: some feedback is great we loved it and some is not great. The majority is it was really positive, and we want to do more frequently. Not meant to be a think-tank space, meant to be action oriented. We need to be in frequent communication and moving things forward.

- Review of strategies generated

- Future retreats

### 6.03 Survey for Continued Participation

- Link for survey for workgroups: <https://forms.office.com/r/fXpJiF2XVH>
- Summer we want one meeting per month
- If faculty needs to continue, we can talk compensation for summer
- Open door – we need people who have time and energy to do the work
- Summer
- Fall
- Intentional recruitment for additional/new members

### 6.04 At next workgroup meetings:

- Confirm Summer Meeting dates/times
- Set Fall Meeting days/times
- Keep momentum going – harder to keep meetings going at start of semester
- Incorporate Actions from SEAS/Counselor Retreats
- Share with workgroups – is this action oriented? The hope is that it becomes action oriented. The hope is that this committee is holding this campus accountable to do the work and implement plans
- Action plans that came from All College Retreat is also coming to see if we can implement those action plans as well – reporting every two weeks
- Review [SEP Action Items.xlsx](#)

## 7. Workgroup Updates – Standing Item

### 7.01 Workgroup Reports in Brief will continue this semester

- Volunteer?
- On Deck: Nenagh English and Math
- For the last year, gate way division decided to employ al solano to help make a diff in teaching ENG V01A. so much good will and convo but don't know if it was happening in classrooms. The faculty action teams met in 2024 to come up with treatment action item in 3 areas that faculty decided on. Assessment, instruction, and pedagogy. In fall, groups reassemble and implemented the treatment with feedback from students. For the first time, course success rates went up. Spring of 2024 and fall 2024 - for each of the strategies all three increased for success rates for instructors. Male competing at lower rates than females. Male course success rates increased.
- Retention: students who stayed in class until the end – got a grade other than W
- Success: percentage of passing grades
- Marian: I want to see who started the class and see who dropped before the W and then look at success and retention and then look at W's. I like to see number count. I want to see who dropped before the W deadline.
- Nenagh: also looking at when students drop. We think its around the first essay. We will get that data.
- Assessment: created a reimaged assessment bring back portfolios. Grades, assignments, projects.
- Writing Pedagogy: we want to change the way we ask students to write their essay. We break down the first essay. Deconstruct in first 5 weeks. Every student turned in the first essay except for 1 student
- Hybrid instruction: 6 people discussed what is best for them to instruct.
- Can someone volunteer for a deep dive next meeting? Retention and persistence it is! Two can go next time and two the following. Access and enrollment for April 9<sup>th</sup>.

## 8. Student Equity Plan Work (Brook)

### 8.01 SEP Development Team Workgroup

- Admin: Brook Masters; Jefferey Alexander, Luca Lewis, Phil Briggs for Data Guidance
- Staff: Oscar Rivera
- Special Opportunity Ad coming Friday (Hopefully)
  - Two to three faculty stipends
  - Spring, Summer, and Fall

### 8.02 Timeline for SEP

- [ESLEI 24-72 Student Equity Plan 2025-2028.pdf](#)
- Due in NOVA on November 30, 2025
- [2025-28-student-equity-plan-template-a l l y.pdf](#)

### 8.03 Review Actions Captured at SEAS/Counselor Retreat

- [SEP Action Items.xlsx](#)

### 8.04 Goal to establish Student Equity Plan Development team and begin work by February 1<sup>st</sup>

- Already behind with recruitment for faculty but other members of team have begun meeting

## 9. Next Meeting

### 9.01 April 9th, 2025 – 2 to 3:30

- Lets go over rules and agreements. Don't say side-tracking comments out loud. Put in chat.

## 10. Adjourn

### 10.01 Adjourn