

April 09, 2025

SEAS Advisory Council Agenda

Student Equity and Success Advisory Committee Charge:

- 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:

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 March 12th, 2025

- [SEA-GP Minutes 03-12-25.docx](#)

5. Participatory Governance Handbook

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

6. Discussion and Action Items

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

- Update: Meeting with Exec Team Monday, April 7, 2025
- Corey provided overview of meeting: 2 in person and 3 on zoom to discuss the letter to exec team; we spent time with the exec team to provide our perspective and engage in a conversation. No set what's next type of thing but a good conversation. Nenagh shared that James was very interested in the different levels of work necessary to keep this groups going. Time to process and continue the conversation, but definitely a communication of value for this work.

6.02 Debrief SEAS/Counselor Meeting

- Feedback
- Review of strategies generated
- Future retreats

6.03 Survey for Continued Participation

- Summer
- Fall
- Intentional recruitment for additional/new members
- Consideration for Workgroup Leads
- Brook and Rachel to connect on how to recruit faculty for participation, strategies; Brook shared link again in the chat, encouraging leads to review and encourage workgroup members to complete, will share results at the end of April

6.04 Ongoing Meetings:

- Confirm Summer Meeting dates/times
- Set Fall Meeting days/times
- Recommendation to Review and Incorporate Actions from SEAS/Counselor Retreats
- Review [SEP Action Items.xlsx](#)

7. Workgroup Updates – Standing Item

7.01 In-Depth Workgroup Report from Completion and Transfer

- Discussion of two Proposals
- Got some input at retreat and last meeting, second proposal is to increase the number of students earning degrees, likely missing a number of students earning degrees, working with A&R over the last # of years, provide a list of students who have completed 90% or more of degrees;
- Corey provided overview of certificate/degree review proposal;
- Luca shared <https://www.ihep.org/resources/tools/> - acknowledging this proposal is a great proof of concept
- Brook will send a second draft of the two proposals with suggested additions, assessment and an alternative funding model
- Rachel asking: do we still have counselors assigned to programs? Sergio confirming that there is an internal list; Corey recommending that we make that external facing – opportunity to include counselors on the program pages? Rachel has worked with the IT group and Drupal to make changes for her program, could be a part of the conversation at Dept Chairs, Rachel will raise this with the Dept Chairs, Sergio just wanting it to be faculty led and faculty driven, from Gema to the group;
- Veronica raising concerns about paying extra \$ to counselors and faculty for these kinds of jobs; we block counselors out to do “applications” – why can't we block counselors out for these kinds of reviews? Sergio's response: contractually faculty have 5 hours for campus service time, committees is part of that, typically when there is a campus-wide effort, Sergio might make a one time block out for a retreat for example.
- Alma echoing worth exploring the various structures bc classified staff never stipends
- Corey noting that overtime has been used for classified has been used in the past for Guided Pathways project

ITEMS BELOW NOT ADDRESSED DUE TO LACK OF TIME

7.02 Brief Reports:

- Access and Enrollment
- Retention and Persistence
- EMaST

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 Faculty Stipends Closing Friday
 - 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-all.pdf](#)

8.03 Goal to establish Student Equity Plan Development team and begin work by February 1st

- Members of team have begun meeting
- Next meeting: Friday, April 25 – 10 am

9. Next Meeting

9.01 May 14, 2025 – 2 to 3:30

10. Adjourn

10.01 Adjourn AT 3:32 PM