

May 14, 2025

SEAS Advisory Council Minutes

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: Veronica A., Oscar R., Corey W., Luca L., Brook M., Tatiana L., Natalie O M., Nenagh B., Raquel DLS., Joselyne H., Phill B.,

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 April 09th, 2025

- [SEA-GP Minutes 04-09-25.docx](#)

5. Participatory Governance Handbook

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

- Phillip Briggs may be able to provide visual of proposed update
- CPC update that engaged in new org chart where all committees sit – workgroups being officially acknowledged – no board docs yet. Moving away from board docs. Revisions to website with screenshots, asking Joselyne to share new webpages.

6. Discussion and Action Items

6.01 Review Website Revisions

- Joselyne: charge updated
- Files and docs from hanover research – if you have any that you think would be beneficial to have on web we can include
- CPC link
- Could we have separate link for SEP development ?
- Change Student success council to SEP – open book process – link 22-25 plan
- Luca: referring to old stuff, helpful to archive it for someone new
- Brook: boarddocs helpful for that what is good structure for that?
- Luca: on the right hand side – subhead historical docs
- Goes live after the meeting

6.02 Advisory Committee Structure for AY 25-26

- Not sure what it will look like with handbook, but talked about chair structure tri chair model.

6.03 Survey for Continued Participation

- Review of [RSVPs at this time](#)
- This is who has committed to continuing for summer and fall for workgroups
- Do you need to recruit? Who are you losing?
- Adrianna not coming back
- Veronica retiring
- C&T might be looking for new leadership
- Replacement for Veronica – Michelle, Sergio's admin
- Get back for flex and all college well send out invitation
- Tatiana could use a partner for A&E
- Luca might be able to help identify a good leader
- Need decision by fall
- Luca: I might recommend this go to ESALT to solicit there
- Put together a really compelling recruitment pitch – Lauren & Oscar
- People starting to know
- Nenagh: for summer work: are we putting out stipend calls for that work>?
- Brook: yes for ED team. I don't have faculty in work group. My guess is that the funding for that
- Counselors not working with stipends yet

6.04 Any updates from the Exec Team

- From Call to Action
- Follow up email to Exec Team on 5/05/2025 – no response as of yet
- Great meeting. Acknowledgement that there is lack of parody and no protocols or structure to keep these collab and cross functional inclusive with counseling and classified because of conflicts of time and schedule and then spring semester started rocking. No response since. No time before spring ends.
- Luca: these are proofs of concept, if they don't happen this summer ,we can get them going in the fall.
- Brook: proposals form C&T?
- Luca; yes, I can loop back with Claudia today and send reminder for her to respond.

6.05 Confirm Upcoming Meetings:

- Confirm Summer Meeting dates/times for SEAS Advisory Committee
- No summer meetings?
- Yes. Just wanted to confirm. No summer meetings – only workgroups

6.06 Confirm Workgroup Summer Meetings

- Retention and Persistence – June 3, July 1, July 29
- Access and Enrollment – June 13, July 11, July 25
- EMaST – 2nd and 4th Thursday of month
- Completion and Transfer – Jun 10, Jun 24, July 8, July 23
- Send invites to SEP development team to join and go over drafts

6.07 Review Fall Meeting days/times

- Second Wednesday of every month starting with Aug 13?
- First meeting – do we want to convene on aug 13? We might feel behind with plan but might be difficult for some people.
- Action for brook: restart meetings every second wed from 2-3:30 starting aug 13

6.08 Summer Goals for Action Workgroups

- Continue to Review and Incorporate Actions from SEAS/Counselor Retreats
- Review and Incorporate Strategies from Spring Retreat

- Collaborate with SEP Development Team for ongoing revisions and inclusions in the SEP

7. Workgroup Updates – Standing Item

7.01 Brief Reports:

- Access and Enrollment
 - We had institutional effectiveness come to our last meeting it was in person. Phil stopped by and we asked questions with admissions apps what should be happening with supp questions. Where does that data go? Our systems don't really work well together. Going to take some work with registrar and district to figure out next steps
- Completion and Transfer
 - Update on Proposed Counselor Projects – Stipends – Comp Ed Plan Outreach and Degree Completion Outreach
 - Proof of Concept Implementations (Luca)
 - Minimal update – about sizing and scoping. Id like to see at least one of those projects this summer if available, but def in the fall. Depends on time.
 - Brook: I think questions we have is with counseling fac, with all sub specific faculty, we had to reverse engineer the date for stipend work. Not sure if counseling fac has same cut off.
 - Corey: we've never done stipend for counseling. It would have a pretty good response as long as people aren't maxed out on hours
 - Luca: we'll touch base, brook about this when Sergio comes back.
- EMaST
 - Nenagh: we have one more meeting next week. We have two projects. English workgroup continuing devel of student reenrollment pilot project for students who have started and not completed or failed ENG V01A. would love to do a small proj this summer
 - For math, AB1705 may directly enroll in calc as a stem major
 - Very successful semester
 - Brook: do we have plans looking toward future assessing the impact of AB1705?
 - Yes
 - It would be good to articulate that specifically are we seeing that this is really truly supporting student success
 - Nenagh: we are waiting for specific guidelines from chancellor, but by fall we should have more info
 - Brook: there are limitations on the word count. That whole section we get 2500 characters, about 350 words. We need to speak in nonspecific in terms of goals not strategies. In our doc we have possible strategies.
 - Retention and Persistence
 - Non existent pizza party. No students RSVP'd our calling effort was really good. Appreciative of the call. Lots answered. The thought went further than anticipated. Good feedback.
 - Summer goals for workgroups: encourage workgroups to continue to review action plans
 - Same with spring retreat condensed all strategies
 - Collab with SEP development team for revision and drafts

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, Raquel De Los Santos
- Faculty Participants: Scott Brewer, Counselor; Henny Kim-Ortel, English

8.02 Open House Presentations

- Today, 3 pm to 3:30 pm
- Friday, 11:15 am to 11:45 am

9. Next Meeting

9.01 August 13 at 2 pm

10. Adjourn

10.01 Adjourn