

September 11th, 2024  
3:00 to 4:30 pm

## SEA/GP Merged Executive Committee Minutes

### SEA/GP Charge:

- TO BE DETERMINED
- 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.

### SEA/GP Leadership:

Chair Structure:

- TO BE DETERMINED

### SEA/GP Executive Members:

- TO BE DETERMINED

### Members from Each SEA/GP Workgroup:

- TO BE DETERMINED
- Do we need to/want to include?

### Attendance:

#### 1. Welcome

1.01 Welcome

1.02 Welcome and Introduction of Dr. Gregory Anderson, Interim VP of Academic Affairs

#### 2. Adoption of Agenda

2.01 Review of Agenda

#### 3. Public Comments

3.01 Public comments

#### 4. Approval of SEA/GP Minutes

4.01 Future Minutes by Meeting Date

#### 5. Participatory Governance Handbook

5.01 Review of Committee Charge and Membership (Will this be a formal committee per the PGH?)

5.02 Chairs – TBD

### ATTENDANCE:

Eric M., Brook, Jefferey A., Corey W., Vane (outreach), Raquel De Los Santos, Czarina G., Oscar, Nenagh, Sergio G., Gema E. S., Vanessa Stotler, Rachel Johnson, Phil, Tatiana

#### 6. Discussion and Action Items

6.01 Recap of Retreat from Spring 2024 (Corey Wendt)

- Recap of what we've done for GP and SEA
- PPT of Mini-Retreat in May of 2024
- Book recommendation – Redesigning Community Colleges – Guided pathways as a philosophical redesign of community college, leading to more clear pathways and successful completion
- Education Action Teams = Equity Action Teams/Workgroups
- See focuses under 6.04

6.02 Review of Potential Charge and Structure (Brook Masters)

- Discussion of the previous SEP and the template imposed by the State
- Goal for more actional integration of equity goals
- This committee could be that, flipping the script, people doing the work in these areas develop the plan and filter up

6.03 Introduction of Al Solano, Educational Consultant and Coach (Eric)

- Questions from Members
  - Introduction from Al Solano, shared video
- 6.04 Review of the SEP and Proposed Workgroups (Brook Masters)
- Consider number of workgroups for the following areas of focus:

- **Access and Enrollment**

- Tatiana
- Alma (not as a lead)
- Vane
- Sheehan Casey Counseling Faculty
- Gaby or Rep from A&R
- First Year Experience folks?
- Kenya

- **Completed Transfer Level Math & English = EMAST: English and Math Success Team**

- Eric Eng Faculty
- **Nenagh**
- Erika Hurtado?

- **Persistence and Retention**

- Raquel S De Los Santos
- Financial aid representative
- Gema Counseling Faculty
- Oscar
- **Brook**

- **Completion and Transfer – To start, but be mindful that these two may need to have distinct workgroups**

- Czarina (not as a lead)
- **Sergio**
- Corey Counseling Faculty
- Rachel (not as a lead) Career Ed Faculty
- (Someone else from CE? – Felicia?)
- Transfer Center rep?
- Erika Hurtado?

- **Assign leadership for workgroups**

- **EXAMPLE STRUCTURE**

- Each workgroup meets once a month based on their schedule availability
- Assignment to workgroups based on roles relevant to that group
- Somewhat self-organizing, having one administrator for support on each group
- Each workgroup might use the tri-chair model (Admin, Fac, Classified); each of those chairs would sit on the Steering Committee; potentially each Steering Committee meeting would focus on the report out from a different workgroup
- Al Solano (if approved) would meet with each workgroup and the steering committee, coaching us through the process

**ITEMS WE DIDN'T GET TO:**

6.05 Timeline of Action Items Before Next Meeting (Chair?)

- September 11<sup>th</sup> – Establish Committee Structure and Workgroups
- By September 25<sup>th</sup> – Recruit members to each workgroup and submit final list to Chairs
- Before October 9<sup>th</sup> – Schedule first meeting with workgroup

6.06 Goals by end of semester

6.07 Suggested edits to Committee Charge

6.08 New Name for Merged Committee

7. Workgroup Updates – Standing Item

7.01 For future meetings?

8. Additional Standing Item?

9. Next Meeting

9.01 October 9th, 2024

10. Adjourn

10.01 Adjourn