

Meeting Minutes

For Tuesday, April 9, 2018
SSV 151
12:00pm to 1:00pm

Type of Meeting: AVC Student Equity Committee Meeting

Note Taker: *Darlene O’Keeffe, Clerical III*

Attendees:

Dr. Erin Vines- Vice President, Student Services
 Dr. Jill Zimmerman- Dean, Student Life
 Tynisha Steans- Program Specialist, Student Equity
 Darlene O’Keeffe- Clerical III, Student Equity
 Dr. Morenike Adebayo-Ige- Faculty, Rhetoric & Literacy
 Joseph Baumann- Director, Institutional Research
 Snizhana Jane Bowers- Faculty, Math and Sciences
 Jamaal Brown- Technical Analyst, CalWorks
 Dr. Svetlana Deplazes- Research Analyst, Institutional Research
 Riley Dwyer- Dean, Rhetoric and Literacy
 Meeta Goel- Dean, IERP/Library Services
 Sergio Gomez- Director, Human Resources & Employee Relations
 Golden Hicks- Student Leader & Umoja Club
 Kristal Ibrahim- Adjunct, Counseling & Matriculation
 Kenya Johnson- Director, Student Activities & Community Outreach
 Jamie Jones- Research Technician, IERP/Library Services
 Gary Roggenstein- Dean, Counseling & Matriculation

Absent:

Rashall Hightower-Stickel- Director, Student Equity
 Crystal Garcia- Program Specialist, Student Equity
 Jason Bowen- Faculty, Math and Sciences
 Dr. Rashitta Brown-Elize- Director, EOP&S
 Towana Catley- Faculty, Counseling & Matriculation, Palmdale Center
 Sandra Cooley- Director STAR
 Dr. De’Nean Coleman-Carew- Counselor, P.R.I.D.E
 Marisela Corona- Technician I, CalWorks
 Scott Covell- Faculty, Rhetoric and Literacy
 Rosa Fuller- Counselor, Counseling & Matriculation
 Vanessa Gibson- Specialist, Financial Aid
 Michelle Hernandez- Director, First Year Experience
 Vejea Jennings- Faculty, Rhetoric and Literacy
 Dr. Louis Lucero- Director, Office of Students with Disabilities
 Susan Lowry- Faculty, Rhetoric and Literacy, Basic Skills Faculty Co-Chair
 Tina McDermott- Faculty, Rhetoric and Literacy
 Audrey Moore- Counselor, Counseling & Matriculation
 Brian Palagallo- Faculty, Rhetoric and Literacy
 Tamira Palmetto Despain- D.S. Specialist, Office for Students with Disabilities
 Michael Rios- Faculty, Kinesiology, Athletics, and Dance
 Wade Saari- Classified, Assessment
 Yuliana Sandoval- Technical Analyst, Financial Aid
 May Sanicolas- Faculty, Counseling & Matriculation
 Rich Sim- Faculty, Arts and Humanities
 LaDonna Trimble- Dean, Enrollment Services
 Dr. Les Uhazy- Dean, Math and Sciences
 Heidi Williams- Faculty, Rhetoric & Literacy, Basic Skills Faculty Co-Chair
 Dr. Sherri Zhu- Faculty, Social & Behavioral Sciences

Items	Person	Action
I. Feedback from March 28 Meeting	<i>Dr. Jill Zimmerman</i>	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> Started conversation about how to be more intentional and direct with the language within the Student Equity Plan. CUE analyzed our reports and specifically talked about how we were not clear in identifying what our actions and intentions were- must focus on being more direct. Short discussion about the evolution of the three paths- Integrated Plan going away, Equity Plan continuing, evolving into the SEA Plan.
II. Update on Data	<i>Dr. Svetlana Deplazes</i>	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> Overview of the Tableau Data Analytics Dashboard; using SEA data from the Chancellor’s office and Vision for Success data. Filter set up for those groups disproportionately impacted.

	<p><i>Dr. Jill Zimmerman</i></p>	<ul style="list-style-type: none"> • We need to concentrate on the five groups from the Chancellor’s office in the 2019-22 Student Equity Plan template. • We do not need to address groups with less than 10 students. • When looking at large groups, that group might not show up as disproportionately impacted so we need to dig deeper- this can be done on NOVA. • How to read the Tableau dashboard and the NOVA data. • How baselines were established- Establish goals based on 17/18 numbers. • Need to set up goals in NOVA. • Reviewed the Dashboard using different criteria and categories. • Is our goal to get to minimum or full equity? • Do we want to add different populations? California Dream Act applicants determined to be a special sub category. • Some of the goals that have been discussed, i.e. more counseling, can be specific action items to include in the plan. • Requirement is to bring the campus to within 2% of closing the equity gap. • Identify where our gaps are and what we as an institution are doing to mitigate them. <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • Send email to Svetlana if you don’t have access to Tableau dashboard. • Kenya to provide Svetlana with the undocumented student data to create a separate category, not to be shared on the dashboard.
<p>III. Sub-Groups</p>	<p><i>Dr. Jill Zimmerman</i></p>	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Attendees agreed to create sub-groups by categories. • Sub-group teams agreed to as follows: <ul style="list-style-type: none"> • Access (Kenya Johnson, Joe Bauman, Sergio Gomez) • Retention (Rashall Hightower-Stickel, Nichelle Williams, Michelle Hernandez, Jamaal Brown) • Transfer to 4 Yr. Institution (Dr. Vines & Gary Roggenstein) • Completion of Transfer Level Math/English (Riley Dwyer & Jane Bowers) • Earned Credit Certificate (Dr. Vines & Gary Roggenstein) <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • Dr. Zimmerman to reach out to ASO to find students who want to serve on the committee. • Committee members not included in the teams above are to join a group aligned with their interests and assist with that section of the report.

<p>IV. The Templates</p>	<p><i>Dr. Jill Zimmerman</i></p>	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Templates from the CUE Institute workbook were reviewed. • Large versions of the templates were made available to attendees.
<p>V. Goals and Benchmarks</p>	<p><i>Dr. Jill Zimmerman</i></p>	<p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Report due 6/30/19 and must go to June Board. • June Board deadline is 5/24/19 (90 day extension discussed.) • Include resources needed in order to meet objectives. • Address what can be done on an institutional level to create a more equitable space for our students. <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • 4/23/19 Sub-team leaders to submit their draft section of the report to Rashall Hightower Stickel (cc Darlene O’Keeffe).
<p>VI. Closing</p>	<p><i>Dr. Jill Zimmerman</i></p>	<ul style="list-style-type: none"> • Next Meeting: Date: Tuesday, 4/30/19 Time: 3:30pm to 5:00pm Location: L-201