



# AGENDA - Equity Committee Meeting

Tuesday, August 13, 2019  
 Uhazy Hall Rm. 194  
 3:45 PM – 5:00 PM

**Type of Meeting:** AVC Student Equity Working Group Meeting (*Regular*)

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

**Please Review/Bring:** Agenda

**Committee Members:**

- |   |   |
|---|---|
| <p>Dr. Jill Zimmerman- Dean, Student Life &amp; Services<br/>         Rashall Hightower-Stickel- Director, Student Equity<br/>         Tynisha Steans- Program Specialist, Student Equity<br/>         Darlene O’Keeffe- Clerical III, Student Equity<br/>         Dr. Morenike Adebayo-Ige- Faculty, Rhetoric &amp; Literacy<br/>         Jason Bowen- Faculty, Math and Sciences<br/>         Snizhana Jane Bowers- Faculty, Math and Sciences<br/>         Jamaal Brown- Technical Analyst, CalWorks<br/>         Dr. Rashitta Brown-Elize- Director, EOP&amp;S<br/>         Dr. De’Neen Coleman-Carew- Counselor, P.R.I.D.E<br/>         Towana Catley- Faculty, Counseling &amp; Matriculation, Palmdale Center<br/>         Saundra Cooley- Director, STAR<br/>         Marisela Corona- Technician I, CalWorks<br/>         Scott Covell- Faculty- Rhetoric and Literacy<br/>         Dr. Svetlana Deplazes- Director Research, Institutional Research<br/>         Riley Dwyer- Dean, Rhetoric and Literacy<br/>         Rosa Fuller- Counselor, Counseling &amp; Matriculation<br/>         Crystal Garcia- Program Specialist, Student Equity<br/>         Vanessa Gibson- Technical Analyst, Financial Aid<br/>         Dr. Meeta Goel- Dean, IERP/Library Services<br/>         Michelle Hernandez- Director, First Year Experience</p> | <p>Golden Hicks- Student Leader &amp; Umoja Club<br/>         Kristal Ibrahim- Adjunct, Counseling &amp; Matriculation<br/>         Vejea Jennings- Faculty, Rhetoric and Literacy<br/>         Kenya Johnson- Director, Student Activities &amp; Community Outreach<br/>         Jamie Jones- Research Technician, IERP/Library Services<br/>         Dr. Louis Lucero- Director, Office of Students with Disabilities<br/>         Susan Lowry- Faculty, Rhetoric and Literacy, Basic Skills Faculty Co-Chair<br/>         Tina McDermott- Faculty, Rhetoric and Literacy<br/>         Audrey Moore- Counselor, Counseling &amp; Matriculation<br/>         Brian Palagallo- Faculty, Rhetoric and Literacy<br/>         Michael Rios- Faculty, Kinesiology, Athletics, and Dance<br/>         Gary Roggenstein- Dean, Counseling &amp; Matriculation<br/>         May Sanicolas- Faculty, Counseling &amp; Matriculation<br/>         Wade Saari- Classified, Assessment<br/>         Rich Sim- Faculty, Arts and Humanities<br/>         LaDonna Trimble- Dean, Enrollment Services<br/>         Dr. Les Uhazy- Dean, Math and Sciences<br/>         Dr. Erin Vines- Vice President, Student Services<br/>         Heidi Williams- Faculty, Rhetoric &amp; Literacy, Basic Skills Faculty Co-Chair<br/>         Nichelle Williams- Director, Financial Aid<br/>         Dr. Sherri Zhu- Faculty, Social &amp; Behavioral Sciences</p> |
|---|---|

Items	Person	Action
I. Open Meeting	<i>Rashall Hightower-Stickel</i>  <i>Dr. Jill Zimmerman</i>	<b><u>Issues Discussed:</u></b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>
II. Student Equity Retreat	<i>Rashall Hightower-Stickel</i>          <i>General Discussion</i>	<b><u>Issues Discussed:</u></b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> <b><u>Follow Up Items:</u></b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>
III. Campus Climate Assessment	<i>Rashall Hightower-Stickel</i>	<b><u>Issues Discussed:</u></b> <ul style="list-style-type: none"> <li>•</li> </ul>

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IV. Group Report-Out	<p><i>Rashall Hightower-Stickel</i></p> <p><i>General Discussion</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>
V. How to Make Equity Work for Everyone	<i>General Discussion</i>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>
<b>NEXT MEETING DATE:</b>		<p><b>Date: September 10, 2019</b></p> <p><b>Time: 3:45pm - 5:00pm</b></p> <p><b>Location: SSV-151</b></p>

# Minutes - Equity Committee Meeting

Tuesday, August 13, 2019  
Uhazy Hall Rm. 194  
3:45 PM – 5:00 PM

**Type of Meeting:** AVC Student Equity Working Group Meeting (*Regular*)

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

**Please Review/Bring:** Agenda

**Committee Members:**

**Attendees:**

Rashall Hightower-Stickel- Director, Student Equity  
 Dr. Jill Zimmerman- Dean, Student Life  
 Tynisha Steans- Program Specialist, Student Equity  
 Darlene O’Keeffe- Clerical III, Student Equity  
 Dr. Svetlana Deplazes- Research Analyst, Institutional Research  
 Dr. Meeta Goel- Dean, IERP/Library Services  
 Kenya Johnson- Director, Student Activities & Community Outreach  
 Jamie Jones- Research Technician, IERP/Library Services  
 LaDonna Trimble- Dean, Enrollment Services

**Absent:**

Dr. Morenike Adebayo-Ige- Faculty, Rhetoric & Literacy  
 Jason Bowen- Faculty, Math and Sciences  
 Snizhana Jane Bowers- Faculty, Math and Sciences  
 Jamaal Brown- Technical Analyst, CalWorks  
 Dr. Rashitta Brown-Elize- Director, EOP&S  
 Towana Catley- Faculty, Counseling & Matriculation, Palmdale Center  
 Dr. De’Nean Coleman-Carew- Counselor, P.R.I.D.E  
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 Michelle Hernandez- Director, First Year Experience  
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 Nichelle Williams- Director, Financial Aid  
 Dr. Sherri Zhu- Faculty, Social & Behavioral Sciences

Items	Person	Action
I. Nova Expenditure Report	<i>Rashall Hightower-Stickel</i>  <i>Dr. Jill Zimmerman</i>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>● Review of Nova webinar</li> <li>● Due September 30th</li> <li>● Expenditure Report Process:               <ul style="list-style-type: none"> <li>○ Verify our allocations</li> <li>○ Update goals and expenditures if necessary</li> <li>○ Enter end of year expenditures</li> <li>○ Certify the report so it can be viewed and shared</li> <li>○ Once in the certified state, the report will be shared to the committee, and</li> <li>○ Revisions made as necessary</li> <li>○ Obtain all necessary approvals</li> <li>○ Submit on time</li> </ul> </li> </ul> <p>(Review-Certify-Share-Feedback-Update-Approvals-Submit)</p>

		<p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>• Send email to share the plan to obtain agreement or make edits, and then certify the report</li> </ul>
<p>II. Student Equity Retreat</p>	<p><i>Rashall Hightower-Stickel</i></p> <p><i>General Discussion</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Friday, October 18, at Hellenic Center.</li> <li>• Keynote Speaker: Shaun Harper, Provost, USC</li> <li>• Leading voice on inclusion and equity</li> <li>• Shaun’s focus is on Campus Climate Assessments of Community Colleges</li> <li>• We need a community member as part of the committee</li> <li>• Discussion about resiliency and the role of resiliency of faculty in teaching, and the resiliency of student in the motivation for completion- resiliency and trauma</li> <li>• Possibly have breakout sessions</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>• Get with Meeta for creating a data package for the event</li> <li>• Form working groups; target people to work with the committee sub-groups</li> <li>• Have each sub-group create a lead to reach out</li> <li>• Rashall to reach out to Shaun to discuss how and what will be presented</li> <li>• Send official flyer for the event to Kenya</li> <li>• Meeta to email Dr. Zimmerman the one-page document on academic mindset</li> <li>• Darlene to send email to sub-committees to solicit event assistance and ideas</li> </ul>
<p>III. Campus Climate Assessment</p>	<p><i>Rashall Hightower-Stickel</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Currently working with USC to get a 1-year contract to observe and assess AVC’s campus climate</li> <li>• Wrap up at the end of the year with directives, best-practices, how we move forward, etc.</li> <li>• 15 individuals are needed to actively participate</li> </ul>

<p>IV. Group Report-out</p>	<p><i>Rashall Hightower-Stickel</i></p> <p><i>General Discussion</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Discussion about expanding the sub-committees</li> <li>• Suggestion by Dr. Zimmerman to send out email to committee members asking if they would like to be an active member of the committee, or if they simply want to be informed. Ask those interested in being an active member of the committee to select a sub-committee. <ul style="list-style-type: none"> <li>○ Define what an active member of the committee looks like</li> </ul> </li> <li>• <b>Access:</b> Lost two members <ul style="list-style-type: none"> <li>○ Suggestion to reach out to Betsy Sanchez, the new ED for Marketing &amp; Public Information to get her onboard in the Access group</li> </ul> </li> <li>• <b>Transfer:</b> <ul style="list-style-type: none"> <li>○ New AVC student cohort for Fall is 28</li> <li>○ 30% Female, 40% Hispanic- National Average is 11% Female and 13% Hispanic</li> <li>○ Although narrowed in many other areas, still large Equity gaps exist in Foster Youth M&amp;F, and Black M&amp;F</li> <li>○ Need to involve family, especially for Hispanic females</li> <li>○ Dreamers- majority are Hispanic, also need to involve the family</li> </ul> </li> <li>• How to capture data to identify Dreamers and other undocumented students- possibly broadcast invitation to participate in an event allowing students to self-identify; run Argos reports</li> <li>• Expand how we use CARE</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>• Email committee members asking if they would like to be an active member of the committee, or if they simply want to be informed. Ask those interested in being an active member to select a sub-committee. Define what an active member of the committee looks like</li> </ul>
<p>V. How to Make Equity Work for Everyone</p>	<p>General Discussion</p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• How to change our messaging; get away from deficit language to empowering language; involve Marketing</li> <li>• Video of Brene Brown- at 58-minute mark, 3 minutes where she talks about equity and inclusion and blind spots- suggestion to try to bring her to campus</li> </ul>

		<ul style="list-style-type: none"> <li>• How do employees/staff/faculty feel empowered? If they don't then it's difficult to pass the equity mindset on to the students</li> </ul> <p><b>Follow Up Items:</b></p> <ul style="list-style-type: none"> <li>• Add item to September agenda: Ways to Distribute Usable Equity Data on Campus</li> <li>• Invite Betsy Sanchez to September meeting</li> </ul>
<b>NEXT MEETING DATE:</b>		<p><b>Date: September 10, 2019</b>  <b>Time: 3:45pm - 5:00pm</b>  <b>Location: SSV- 151, Boardroom</b></p>

Sub-groups	Members
<p><b>Access:</b> (Enrolled in the Same Community College)</p>	<ul style="list-style-type: none"> <li>• Kenya Johnson</li> </ul>
<p><b>Retention:</b> (Retained from Fall to Spring at the Same College)</p>	<ul style="list-style-type: none"> <li>• Rashall Hightower-Stickel</li> <li>• Nichelle Williams</li> <li>• Michelle Hernandez</li> <li>• Jamaal Brown</li> </ul>
<p><b>Transfer to 4 Yr. Institution:</b></p>	<ul style="list-style-type: none"> <li>• Dr. Erin Vines</li> <li>• Gary Roggenstein</li> </ul>
<p><b>Completed Both Transfer Level Math/English:</b> (Within District in First Year)</p>	<ul style="list-style-type: none"> <li>• Riley Dwyer</li> <li>• Jane Bowers</li> </ul>
<p><b>Earned Credit Certificate:</b> (Attained Vision Goal of Completion Definition)</p>	<ul style="list-style-type: none"> <li>• Dr. Erin Vines</li> <li>• Gary Roggenstein</li> </ul>