



AGENDA - Equity Committee Meeting

Tuesday, October 8, 2019
Room: SSV-151
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:

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

| Items | Person | Action |
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| I. Open Meeting | <i>Dr. Jill Zimmerman</i> | <u>Issues Discussed:</u> <ul style="list-style-type: none"> • • |
| II. TBD | <i>TBD</i> | <u>Issues Discussed:</u> <ul style="list-style-type: none"> • • • <u>Follow Up Items:</u> <ul style="list-style-type: none"> • • |
| III. TBD | <i>TBD</i> | <u>Issues Discussed:</u> |

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| | | <ul style="list-style-type: none"> • • • <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • • • |
| IV. | <i>TBD</i> | <p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • • • <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • • • |
| NEXT MEETING DATE: | | <p>Date: October 12, 2019 Time: 3:45pm - 5:00pm Location: SSV-151</p> |

Minutes - Equity Committee Meeting

Tuesday, Sept 10, 2019
SSV-184
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
 Crystal Garcia- Program Specialist, Student Equity
 Jamaal Brown- Technical Analyst, CalWorks
 Towana Catley- Faculty, Counseling and Matriculation, Palmdale Center
 Dr. Svetlana Deplazes- Research Analyst, Institutional Research
 Dr. Meeta Goel- Dean, IERP/Library Services
 Kristal Ibrahim- Adjunct, Counseling and Matriculation
 Vejea Jennings- Faculty, Rhetoric and Literacy
 Michael Rios- Faculty, Kinesiology, Athletics, and Dance
 Gary Roggenstein- Dean, Counseling & Matriculation
 Duane Rumsey, Dean, Arts and Humanities, Proxy for Dean Riley
 Wade Saari- Classified, Assessment
 LaDonna Trimble- Dean, Enrollment Services
 Dr. Les Uhazy- Interim VP, Academic Affairs
 Heidi Williams- Faculty, Rhetoric & Literacy, Basic Skills Faculty Co-Chair

Absent:

Dr. Morenike Adebayo-Ige- Faculty, Rhetoric and Literacy
 Jason Bowen- Faculty, Math and Sciences
 Snizhana Jane Bowers- Faculty, Math and Sciences
 Dr. Rashitta Brown-Elize- Director, EOP&S
 Dr. De’Neen Coleman-Carew- Counselor, P.R.I.D.E
 Sandra Cooley- Director, STAR
 Marisela Corona- Technician I, CalWorks
 Scott Covell- Faculty, Rhetoric and Literacy
 Riley Dwyer- Dean, Rhetoric and Literacy
 Rosa Fuller- Counselor, Counseling and Matriculation
 Vanessa Gibson- Tech Analyst, Financial Aid
 Michelle Hernandez- Director, First Year Experience
 Golden Hicks- Student Leader and Umoja Club
 Kenya Johnson- Director, Student Activities & Community Outreach
 Jamie Jones- Research Technician, IERP/Library Services
 Dr. Louis Lucero- Director, Office of Students with Disabilities
 Tina McDermott- Faculty, Rhetoric and Literacy
 Audrey Moore- Counselor, Counseling and Matriculation
 Darlene O’Keeffe- Clerical Assistant III, SE
 Brian Palagallo- Faculty, Rhetoric and Literacy
 May Sanicolas- Faculty, Counseling and Matriculation
 Rich Sim- Faculty, Arts and Humanities
 Dr. Erin Vines- Vice President, Student Services
 Nichelle Williams- Director, Financial Aid
 Dr. Sherri Zhu- Faculty, Social & Behavioral Sciences

| Items | Person | Action |
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| I. Approval of Minutes | <i>Rashall Hightower-Stickel</i> | <p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Dr. Zimmerman moved to approve the August 13, 2019 minutes • Minutes approved by the committee |
| II. Integrated Plan Report | <i>Dean Trimble</i> <i>Dr. Jill Zimmerman</i> | <p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • A copy of the Integrated Plan was provided • Due on Sept. 30th • Specific goals are needed for Equity, SSSP, and Basic Skills • Dean Trimble discussed webinar and the request to review our plan and update if needed <ul style="list-style-type: none"> ○ After review, we can be clearer in some of our communications about AB 705 & AB 19, i.e. we |

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| | | <p>hired and trained counselors to help with the K-12 Goal #3. Items such as this will be added for clarity</p> <ul style="list-style-type: none"> • Discussion about AB-86: <ul style="list-style-type: none"> ○ Some students not successful here may be redirected to adult education in order to remediate and come back. This has not been fleshed out well and should be addressed for the next report • Important to show how we supported the plan that we made in the past • The Equity work and plan will be embedded into the SEA plan which includes 3SP and Basic Skills <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • Update Integrated Plan Goal #3: <ul style="list-style-type: none"> ○ GOAL: Increase student awareness of and access to targeted support that leads to successful advancement and persistence in their academic program ○ SSSP Activities That Serve the Goal: Remove sentences 1-3. Use the amendment statement ‘Ensure multiple measures placement data is used to direct students to enroll in transfer level English and Math as early as possible in their academic career.’ ○ Student Equity Activities that Serve the Goal: Instead of <u>Basic Skills</u> Math and English <u>classes</u>, remove the words ‘Basic Skills’ and simply state ‘Math and English courses.’ • Update Integrated Plan Goal #5: <ul style="list-style-type: none"> ○ Goal: To end of sentence add wording to support AB-288 Double Up, and AB-219 College Promise Program • Once the report is submitted, the Finances will be entered, signatures will be requested, and then need to start right away working on next steps • Use AB-86 wording for next report in 2021 |
| <p>III. 2017-2018 / 2018-2019 Student Equity Budget Allocations and Expenditures</p> | <p><i>Rashall Hightower-Stickel</i></p> | <p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Expenditure report sheet was handed out and reviewed, along with account numbers • Projections vs. Actuals- to be updated • The integrated plan shows the projected expenditures vs. actual expenditures shown in the handout- Integrated plan will be updated to show actual expenditures |

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| | | <ul style="list-style-type: none"> Provides a clear picture to tell our story about what we're doing with Equity funds across campus <p>Follow Up Items:</p> <ul style="list-style-type: none"> Dean Trimble to add Basic Skills numbers into the plan If anyone is not familiar with account codes, let Dean Trimble know and she will forward more information |
| <p>IV. Student Equity Committee Goals</p> | <p><i>Dr. Jill Zimmerman</i></p> <p><i>General Discussion</i></p> | <p>Issues Discussed:</p> <ul style="list-style-type: none"> President of CCC asked every standing committee on the campus to create a committee goal sheet and at end of year, determine what was accomplished to support those goals Need to define and choose goals that can be accomplished Create to mechanisms to better connect with students Need multi-faceted ways to get the message out to faculty and staff to encourage them to connect to their students How do we support and help faculty build their relationship and connection with their students? Potential Initiatives/Activities: <ul style="list-style-type: none"> Information disseminated on monitors around campus Identify and target students in the equity gaps Using monitors across campus, post information pertinent to the equity gap groups Get faculty behind the committee- make it easy for them to get the information to their class Send a PowerPoint to instructors or chairs to present to students at the beginning of the semester Assignment to the students to go to the different groups that offer services Using free treats to open the conversation with the students to make them aware of food pantry 3 hr. flex event for faculty to walk around to the different service areas on campus Identify faculty chair in each academic division to be the contact for sending out equity announcements and data to faculty for faculty to disseminate to their students in and out of the classroom Determine how students feel about our campus Committee Goals Determined to Be: <ul style="list-style-type: none"> Systematically and regularly communicate to the campus the purpose of the committee and the |

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| | | <p>Equity data to increase equity awareness campus-wide</p> <ul style="list-style-type: none"> ○ Through sub-committees, implement and monitor campus-wide initiatives to address equity gaps to maximum equity ○ Provide institutional related trainings and events (students/faculty/staff) |
| <p>V. Student Equity Committee Membership</p> | <p><i>Rashall Hightower-Stickel</i></p> <p>General Discussion</p> | <p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> ● Many names on membership list who do not participate ● What does an active member look like? ● Important to define the types of working members: <ul style="list-style-type: none"> ○ Those members responsible for achieving the committee's goals through the development and overall implementation and success of committee initiatives, as well as yearly financial and plan reporting to the president and the chancellor's office. Sub-committee chairs would be part of this group. ○ Members that serve on a sub-committee and carry out the steps of the initiatives by using their position and relationships with students, staff, and faculty to pass on information about equity programs, services, trainings, and equity events <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> ● Rashall to write up and send all committee members a Welcome Back communication to include a google form survey to bring committee membership current: <ul style="list-style-type: none"> ○ To include 'What active membership looks like' ○ To determine in what capacity those currently on the membership list would like to participate (which type of member are they?) ○ To determine who would rather not be on the committee, but would still like to be kept updated as to the committee's initiatives and progress |



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| VI. Upcoming Events | <i>Rashall Hightower-Stickel</i> | <p>Issues Discussed:</p> <ul style="list-style-type: none"> • Mid-semester check-in happening now for Umoja students • Mid-semester Study Jam, Oct. 1-3 • Student Equity Retreat, Hellenic Center, Friday, Oct. 18 w/Shawn Harper • Umoja Village Open House, Oct. 24. • Mankiller film screening, Friday, Oct. 25, 6:00 pm • Friendsgiving, Tuesday, Nov. 26 <p>Follow Up Items:</p> <ul style="list-style-type: none"> • Arrange shuttle from AVC to Hellenic Center and back for Oct. 18 |
| NEXT MEETING DATE: | | <p>Date: October 8 , 2019 Time: 3:45pm - 5:00pm Location: SSV- 151</p> |

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

Student Equity Committee

Chairs/Co-Chairs:
Rashall Hightower/Stickel

Annual Report

2019/20

List Committee Goals for 2019/20

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| I. | Systematically and regularly communicate to the campus the purpose of the committee and our Equity data to increase equity awareness campus-wide |
| II. | Through sub-committees, implement and monitor campus-wide initiatives to address equity gaps to maximum equity |
| III. | Provide institutional related trainings and events (students/faculty/staff) |
| IV. | Conduct USC's NACCC Campus Climate Survey & discuss implementation of programs to address results |

Describe accomplishments made to meet your committee goals:

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| I. | |
| II. | |
| III. | |
| IV. | |

What did your committee accomplish to further the College Mission?

Mission: Antelope Valley College, a public institution of higher education, provides a quality, comprehensive education to a diverse population of learners. We are committed to student success offering value and opportunity, in service to our community.

Accomplishments:

What did your committee accomplish to further the 2019/20 College Goals?

Goal 1: Commitment to strengthening Institutional Effectiveness measures and practices

Accomplishments:

Goal 2: Increase efficient and effective use of all resources

Accomplishments:

Goal 3: Focus on utilizing proven instructional strategies that will foster transferrable intellectual skills.

Accomplishments:

What issues do you foresee your committee working through in the upcoming year?

Recommendations for change in membership or function:

