



# Agenda

Tuesday, Sept. 22, 2015

Library L201

Time – 4:30 p.m. – 5:45 p.m.

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

**Note Taker:** *Leyla Barber, Clerical Assistant III*

**Please Review:** Agenda, Minutes, Data Resource for Campus-Based Research for AVC, STEPI conference docs

**Printed material will include:** Agenda, Data Resource for Campus-Based Research for AVC, STEPI conference docs

**Committee Members:**

- Dr. Erin Vines - *Vice President, Student Services*
- Dr. Jill Zimmerman – *Dean, Student Life*
- Rashall Hightower-Stickel – *Director, Student Equity*
- Morenike Adebayo-Ige – *Faculty, Language Arts*
- Jason Bowen – *Faculty, Math and Sciences*
- Snizhana Jane Bowers – *Faculty, Math and Sciences*
- Jamaal Brown – *Program Specialist, Outreach/FYE*
- Scott Covell – *Faculty, Language Arts*
- Franky Curiel – *Director, EOPS*
- Dr. Svetlana Deplazes - *Research Analyst, Institutional Research*
- Kimbirly Dolatowski – *Student Trustee/ASO Representative*
- Dr. Charlotte Forte-Parnell – *Dean, Language Arts/Academic Development*
- Dr. Irit Gat – *Faculty, Social & Behavioral Sciences*
- Crystal Garcia – Secretary, Instructional Resources & Extended Services*
- Vanessa Gibson – *Specialist, Financial Aid*
- Maranatha Javines - ASO representative*
- Vejea Jennings – *Faculty, Language Arts*
- Jamie Jones – *Research Tech, IERP/Library Services*
- Karen Lubick – *Faculty, Language Arts*
- Tina McDermott – *Faculty, Language Arts*
- Audrey Moore – *Counselor, Counseling & Matriculation*
- Brian Palagallo – *Faculty, Language Arts*
- Tamira Palmetto Despain – *D.S. Specialist, Office for Student with Disabilities*
- Gary Roggenstein – *Dean, Counseling & Matriculation*
- Wade Saari – *Classified, Assessment*
- Dr. Bonnie Suderman – *Vice President, Academic Affairs*
- LaDonna Trimble – *Dean, Enrollment Services*
- Dr. Les Uhazy – *Dean, Math and Sciences*

	Items	Person	Action
I.	Welcome and Approval of Minutes	All	

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<p>I. Update: Report Timeline</p>	<p><i>Dr. Jill Zimmerman Rashall Hightower</i></p>	<p>REPORT DUE DATES:</p> <ul style="list-style-type: none"> <li>• Academic Senate – November 5, 2015 Meeting</li> <li>• President’s Office (signatory meeting)</li> <li>• December 4, 2015 – To the Board for the December 14, 2015 Board of Trustee’s Meeting</li> <li>• December 18, 2015 – To Chancellor’s Office</li> </ul>
<p>II. Update from Student Equity Plan Institute Conference</p>	<p><i>Dr. Jill Zimmerman</i></p>	
<p><b>NEXT MEETING DATE:</b> Tuesday, Sept. 29, 2015 at 4:30 p.m. to 5:45 p.m. Location: Library L201  (Every Tuesday at 4:30 p.m. until report is submitted to the Chancellor’s Office. After report submitted to Chancellor’s Office, meetings will be held on 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 4:30 p.m.)</p>		

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# Minutes

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**Note Taker:** *Leyla Barber, Clerical Assistant III*

**Please Review:** Agenda, Minutes, Data Resource for Campus-Based Research for AVC, STEPI conference docs

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**Committee Members:**

- Dr. Erin Vines - *Vice President, Student Services*
- Dr. Jill Zimmerman – *Dean, Student Life*
- Rashall Hightower-Stickel – *Director, Student Equity (Absent)*
- Morenike Adebayo-Ige – *Faculty, Language Arts*
- Jason Bowen – *Faculty, Math and Sciences (Absent)*
- Snizhana Jane Bowers – *Faculty, Math and Sciences*
- Jamaal Brown – *Program Specialist, Outreach/FYE*
- Scott Covell – *Faculty, Language Arts (Absent)*
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- Wade Saari – *Classified, Assessment (Absent)*
- Dr. Bonnie Suderman – *Vice President, Academic Affairs (Absent)*
- LaDonna Trimble – *Dean, Enrollment Services (Absent)*
- Dr. Les Uhazy – *Dean, Math and Sciences (Absent)*
- Guests present:*
- Marisela Corona, Technician I, CalWorks*
- Sherri Zhu, Faculty, Math and Sciences*
- Dr. DeNean Coleman-Carew, Counselor*

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Items	Person	Action
I. Welcome and Approval of Minutes	All	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Dr. Zimmerman moved to approve the Sept. 15<sup>th</sup> minutes. The minutes were approved as distributed.</li> </ul>
I. Update: Report Timeline	<p><i>Dr. Jill Zimmerman</i> <i>Rashall Hightower</i></p>	<p>REPORT DUE DATES:</p> <ul style="list-style-type: none"> <li>• Academic Senate – November 5, 2015 Meeting</li> <li>• President’s Office (signatory meeting)</li> <li>• December 4, 2015 – To the Board for the December 14, 2015 Board of Trustee’s Meeting</li> <li>• December 18, 2015 – To Chancellor’s Office</li> </ul>
II. Update from Student Equity Plan Institute Conference	<p><i>Dr. Jill Zimmerman</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Dr. Zimmerman gave a report on the recent Student Equity Plan Institute conference (Sept. 16-17). The following attended: Rashall, Dr. Zimmerman, Dr. Vines, Crystal Garcia, Jamaal, and Sherri Zhu.</li> <li>• The committee reviewed the enclosed AVC Data report provided at the conference: AVC’s Degree-Applicable Course Completion Rate and Transfer Velocity. The report shows that our African-American students are not doing well.</li> <li>• Calculating the “number of course completions lost” should always be known as the “calculating number of “enrollment” lost and not “student” lost. It is per class dropped.</li> <li>• After reviewing the Exemplar Community College page, it is critical that this working group does not ignore the smaller groups of student population, but to keep a close eye on their progress. Data will once again allow us to identify our progress, our strengths and which areas are disproportionate impacted, which will then follow by creating an action plan to meet identified gaps. The data in our equity reports will assist us to evaluate and compare our results to previous years.</li> <li>• We need to set realistic expectations, have a one-year plan and reassess results and outcomes and how we can improve.</li> </ul>

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		<p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>• Dr. Deplazes will send the data reports through Google Drive to the working group for review.</li> <li>• At the following meeting, working group will work on assigning members to each area. Group will review data provided from Dr. Deplazes between now and the next meeting.</li> </ul> <p>Subcommittees – Goals and Activities</p> <ul style="list-style-type: none"> <li>• Access – tbd</li> <li>• Course Completion – tbd</li> <li>• ESL and Basic Skills – Karen Lubick</li> <li>• Degree and Certificate Completion – tbd</li> <li>• Transfer – will check with Gary Roggenstein</li> <li>• Other College – or District-wide Initiatives Affecting Several Indicators – tbd</li> </ul>
<p><b>NEXT MEETING DATE:</b>  Tuesday, Sept. 29, 2015 at  4:30 p.m. to 5:45 p.m.  Location: Library L201  (Every Tuesday at 4:30 p.m.  until report is submitted to  the Chancellor’s Office. After  report submitted to  Chancellor’s Office, meetings  will be held on 1<sup>st</sup> and 3<sup>rd</sup>  Tuesday at 4:30 p.m.)</p>		<p>Adjourned at 5:48 p.m.</p>

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