



Agenda

Tuesday, Sept. 8, 2015

SSV 184

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: 2014 Plan, 2015 Plan Template, and Expenditures Guidelines for 2014-15, 2015-16.

Printed material will include: Agenda, CCC Chancellor’s Office Equity Plan Feedback, 2014-15 Goals/Outcomes, 2014-15 and 2015-16 Expenditures Guidelines, Proposal Form

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 – *Adjunct Faculty, Career Tech Ed/Health Sciences*
- Snizhana Jane Bowers – *Faculty, Math, Science and Engineering*
- Jamaal Brown – *Program Specialist, Outreach/FYE*
- Franky Curiel – *Director, EOPS*
- Dr. Svetlana Deplazes - *Research Analyst, Institutional Research*
- Kimbirly Dolatowski – *Student Trustee*
- 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*
- 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, Science and Engineering*

Items	Person	Action
I. Welcome and introductions	All	

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<p>II. Reviewing the Report, Chancellor's Response, and New Template</p>	<p><i>Dr. Jill Zimmerman Rashall Hightower</i></p>	<p><u>2014-2015 Report</u></p> <ul style="list-style-type: none"> • Current items funded <p><u>Action Items:</u></p> <p><u>2015-2016 Template</u></p> <ul style="list-style-type: none"> • Reviewing the action plans • Target Groups: <ul style="list-style-type: none"> ○ Males ○ Females ○ Age ○ Ethnicity ○ Current or former foster youth ○ Students with disabilities ○ Low-income students ○ Veterans ○ Others to consider • Committee Goals and Accomplishments • Subcommittees – Goals and Activities <ul style="list-style-type: none"> a) Access – b) Course Completion – c) ESL and Basic Skills – d) Degree and Certificate Completion – e) Transfer – f) Other College – or District-wide Initiatives Affecting Several Indicators <p><u>Action Items:</u></p>
<p>III. Report Timeline</p>	<p><i>Dr. Jill Zimmerman Rashall Hightower</i></p>	<ul style="list-style-type: none"> • REPORT DUE DATES: <ul style="list-style-type: none"> ○ Academic Senate – October 15, 2015 Meeting ○ President's Office (signatory meeting) ○ October 30, 2015 – To the Board for the November 9, 2015 Board of Trustee's Meeting ○ November 23, 2015 – To Chancellor's Office

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<p>IV. Discussion of proposed items to fund</p>	<p><i>All</i></p>	<ul style="list-style-type: none">• Positions• Activities• Contracts• Additional funding ideas and process<ul style="list-style-type: none">○ Form• Other topics <p><u>Action Items:</u></p>
<p>NEXT MEETING DATE: Tuesday, Sept. 15, 2015 at 4:30 p.m. to 5:45 p.m. Location: SSV 184</p> <p>(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 1st and 3rd Tuesday at 4:30 p.m.)</p>		

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Minutes

Tuesday, Sept. 8, 2015

SSV 184

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

Note Taker: *Leyla Barber, Clerical Assistant III*

Please Review: 2014 Plan, 2015 Plan Template, and Expenditures Guidelines for 2014-15, 2015-16.

Printed material will include: Agenda, CCC Chancellor’s Office Equity Plan Feedback, 2014-15 Goals/Outcomes, 2014-15 and 2015-16 Expenditures Guidelines, Proposal Form

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 – *Adjunct Faculty, Career Tech Ed/Health Sciences*
- Snizhana Jane Bowers – *Faculty, Math, Science and Engineering*
- Jamaal Brown – *Program Specialist, Outreach/FYE - Absent*
- Franky Curiel – *Director, EOPS*
- Dr. Svetlana Deplazes - *Research Analyst, Institutional Research*
- Kimbirly Dolatowski – *Student Trustee*
- 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 – Absent*
- 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 - Absent*
- Audrey Moore – *Counselor, Counseling & Matriculation - Absent*
- Brian Palagallo – *Faculty, Language Arts - Absent*
- Tamira Palmetto Despain – *D.S. Specialist, Office for Student with Disabilities*
- Gary Roggenstein – *Dean, Counseling & Matriculation - Absent*
- Wade Saari – *Classified, Assessment - Absent*
- Dr. Bonnie Suderman – *Vice President, Academic Affairs - Absent*
- LaDonna Trimble – *Dean, Enrollment Services*
- Dr. Les Uhazy – *Dean, Math, Science and Engineering*

Items	Person	Action
I. Welcome and introductions	All	Members introduced themselves.

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<p>II. Reviewing the Report, Chancellor’s Response, and New Template</p>	<p><i>Dr. Jill Zimmerman Rashall Hightower</i></p>	<p><u>2014-2015 Report</u></p> <ul style="list-style-type: none"> • The importance of connecting other district plans, such as Accreditation, Program Review, and 3SP, with the Equity Plan was expressed. Plans and programs must be communicating. • Major goal to keep in mind is to work together. • Chancellor’s Report on 2014 Student Equity Plan Feedback was good, but there were areas in need of improvement. From the recommendations, they want to see more specifics linking to goals. • RP Group Conference in October is sold out and AVC is currently on the waiting list. <p><u>Action Items:</u></p> <ul style="list-style-type: none"> • Committee would like to see 3SP, Equity and others on one a revised grid layout, which would display differences, similarities and overlap. • The following signed up to the Student Equity Plan Institute Conference September 16-17: Crystal Garcia, Jamaal Brown, and Dr. Erin Vines (attending one day). Others considering attending included: LaDonna Trimble, Vanessa Gibson and Svetlana Deplazes. <p><u>2015-2016 Template</u></p> <ul style="list-style-type: none"> • Reviewing the action plans • Target Groups: <ul style="list-style-type: none"> ○ Males ○ Females ○ Age ○ Ethnicity ○ Current or former foster youth ○ Students with disabilities ○ Low-income students ○ Veterans ○ Others to consider • Committee Goals and Accomplishments • Subcommittees – Goals and Activities <ol style="list-style-type: none"> a) Access – b) Course Completion – c) ESL and Basic Skills – d) Degree and Certificate Completion – e) Transfer – f) Other College – or District-wide Initiatives Affecting Several Indicators - <p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Reporting is very similar to previous plan with several modifications. For example, an additional category to review is Other College - or
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		<p>district-wide Initiatives affecting several indicators.</p> <ul style="list-style-type: none"> • Svetlana explained that is vital to establish the baseline prior to pulling the data for the plan, identifying period of target and establishing an action plan. <p><u>Action Items:</u></p> <ul style="list-style-type: none"> • Committee was informed of Basic Skills Plan Report deadline of October 1, 2015. Data reporting will be shared and submitted for 2015 Equity Plan (Karen Lubick). • LaDonna's area is currently working on 3SP matrix and will also submit information for Equity Plan. She will be meeting with Dr. Goel in Research on data.
<p>III. Report Timeline</p>	<p><i>Dr. Jill Zimmerman Rashall Hightower</i></p>	<ul style="list-style-type: none"> • REPORT DUE DATES: <ul style="list-style-type: none"> ○ Academic Senate – October 15, 2015 Meeting ○ President’s Office (signatory meeting) ○ October 30, 2015 – To the Board for the November 9, 2015 Board of Trustee’s Meeting ○ November 23, 2015 – To Chancellor’s Office <p>Reviewed deadlines.</p>
<p>IV. Discussion of proposed items to fund</p>	<p><i>All</i></p>	<ul style="list-style-type: none"> • Positions • Activities • Contracts • Additional funding ideas and process <ul style="list-style-type: none"> ○ Form • Other topics <p><u>Issues Discussed:</u></p> <ul style="list-style-type: none"> • Committee was provided 2014-15 and 2015-16 expenditure guidelines. Student Equity must spend 2014-15 carry over funding by December 31, 2015. We are looking for ideas and accepting proposals. • The Distance Education Technology Committee has seen gaps of success retention for online classes. Providing funding for professional development for training faculty teaching online classes would help fill these gaps. (Need additional information). It is vital to focus and train faculty with mindfulness techniques in the classroom. • Other ideas involving faculty were discussed. • Triumph Scholars Program launch this fall semester assisting students with textbooks and class materials. For the future, there would be a better result in attendance if students recruit other students (peer to peer) and we had more time to work on marketing to students. Unfortunately, there were low numbers enrolled in Triumph Scholars for the Human Development class. The English class was able to meet their goal of 30 students.

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	<ul style="list-style-type: none"> • Student Equity will be hiring student workers this semester to assist with basic office and event support, but mainly help recruit and work as ambassadors to help get the word out on the various activities and services to our student population. • Kimbirly expressed the impacted and difference it made for her when there were faculty and staff members there to answer questions or encourage her when she first started at AVC. • Programs tracking students were discussed: Early Alert, SARS software. AVC is waiting for Chancellors Office’s approval to implement SARS. • Data on age was not included in the 2015 report. <p><u>Action Items:</u></p> <ul style="list-style-type: none"> • Student Equity will open the opportunity for students to attend the following: STEAM Expo on Nov. 5th, Latino Expo on Dec. 12, Black College Expo on Feb. 6th and a campus tour/conference during spring break during spring semester. More information to come. • Rashall will be meeting with the following to further discuss proving embedded tutoring for our students, funded by Student Equity: Dr. Charlotte Forte-Parnell, Dr. Erin Vines, Dr. Les Uhazy, and Dr. Jill Zimmerman. Dr. Uhazy will bring this item to Academic Affairs. <p><u>Follow Up Items:</u></p> <ul style="list-style-type: none"> • Group would like to proceed with a student mid-semester event promoting student services and programs. Event would include booths, student workshops, free food and prizes with student and faculty involvement. Partnership with ASO will be important (Tamira Palmetto Despain). • Vejea announced the Umoja conference in November and opening the opportunity to students. Funded by Student Equity. <p>Student Equity is looking for volunteers to help in the following areas:</p> <ul style="list-style-type: none"> • Umoja Program – Vejea Jennings • ESL and Basic Skills – Karen Lubick • Transfer – Student Equity will confirm with Gary Roggenstein to see if he’ll continue involved with Transfer. • Veterans – Need volunteers. <p>Other priorities and goals to add include:</p> <ul style="list-style-type: none"> • Focusing on Recruiting and Retaining SOAR students is also a priority, with a focus on students of color. Working with Tino Garcia and the Youth Build Program was mentioned. • Growing the Pathway Program • Foster Youth • Peer mentoring • AB 540 students (data from Admissions and Records) • Single-parent students (aka displaced home-maker) • Other student population discussed is recovered felons.
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		<ul style="list-style-type: none">• Outreach to younger students K-12 was also discussed. Is Student Equity the right funding source?• Svetlana will look into accessing the Data reporting on Google Docs previously shared with the group and resend with the help of Student Equity.
<p>NEXT MEETING DATE: Tuesday, Sept. 22, 2015 at 4:30 p.m. to 5:45 p.m. Location: SSV 184</p> <p>(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 1st and 3rd Tuesday at 4:30 p.m.)</p>		Adjourned at 6 p.m.

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