

STUDENT EQUITY & ACHIEVEMENT (SEA) COMMITTEE MEETING

[SEA WEBSITE](#)

November 27, 2023

1:00 – 2:30 p.m.

MINUTES

Join Zoom Meeting:

<https://sbcc.zoom.us/j/92888839255?pwd=T2xFeUpNeEdjMjNnK3hEN3dMWjZYZz09>

Meeting ID: 928 8883 9255 Passcode: 419332

Members in Attendance: Co-Chair Paloma Arnold, Co-Chair Roxane Byrne, Robin Goodnough, Jennifer Hamilton, Akil Hill, Elizabeth Imhof, Jens-Uwe Kuhn, Chelsea Lancaster, Christina Llerena, Jennifer Loftus, Julio Martinez, Jennifer Maupin, Maureen McRae Goldberg, Vanessa Pelton, Kristy Pula, Co-Chair Laurie Vasquez, Sara Volle

Members Unable to Attend: Andy Gil, Liz Giles

Advisory Representatives: Kyle Rasmussen

Guests: Elizabeth Mares (proxy for Liz Giles), Melissa Menendez, Celine Park

1. Call to Order

2. Public Comment

Public Comment Guidelines - Limited to 2 minutes per speaker to ensure the committee has sufficient time to address committee business. Committee will not respond to comments during public comment.

3. Approval of Minutes

[10-23-23 Minutes - Draft](#)

[11/13/23 Minutes - Draft](#)

There were no corrections needed to the minutes. Maureen McRae Goldberg moved to approve the minutes.

4. Information

- a. CPC Meeting: Membership Proposal is on the agenda 12/5
 - i. Please be sure you are discussing with your respective groups Share this proposal with them. Let them know that it is going to be coming to the CPC. Answer questions...

From Academic Senate Steering Meeting:

Melissa Menendez attended the Academic Senate Steering meeting, and they supported the Tri-Chair approach. [Senate Steering asked her to create a chart](#), because their main concern was around the voting members and especially the area experts. The chart laid out ALA, CSEA, and Faculty or Academic Senate membership.

Dr. Menendez added the “at large” designation and then listed area experts that we were including. If we’re going by this proposal, there are: 10 voting members under ALA; 4 voting members from CSEA; and 5 faculty voting members.

** Concern # 1: They were wondering if the at large numbers should be adjusted, either enlarged or lowered, based on the designee choices that happen, so there’s a little more equity in terms of representation in the voting membership.*

** Concern # 2: They asked Dr. Menendez why the Director of Financial Aid/Designee was listed as a voting member and not an advisory member.*

- Co-Chair Arnold said that when we think about Equity programs, Financial Aid is the oldest and most original equity program on campuses. Financial Aid is one of the most important mechanisms for equity. Regarding whether the Director of Financial Aid/Designee should be a voting or an advisory member, Co-Chair Arnold thought it would make sense to wait and see if there is additional feedback from other groups, and feedback after CPC, and then decide how we’d like to move forward after that.

** Concern # 3: Some of the positions didn’t have designees. The Senate Steering committee thought it might be nice for consistency to give the folks who serve in those positions that flexibility if they wanted to choose a designee. Those positions are: the Director of Student Equity and Engagement Programs, the Veterans Resource Center, and the Professional Development Advisory Committee Chair.*

- Co-Chair Arnold said that the Veterans Resource Center person is a classified staff person, not an ALA member. There wouldn’t really be

a designee because Kyle Rasmussen is the only person in the Veterans Resource Center. The reason not to have a designee for the Director of Student Equity and Engagement Programs is that that position would be representing several different areas.

** Concern # 4: Senate Steering wants to advocate for the Curriculum Advisory Committee Chair or designee to be added to the list of area experts, because curriculum is one of the main ways we can infuse equity work throughout all of our disciplines.*

Dr. Menendez is on the agenda for the Academic Senate this Wednesday to present the Steering Committee's responses, and also to solicit more feedback from the Academic Senate at large.

Feedback from ALA:

Co-Chair Byrne said ALA voiced some concern about ALA as a body not having the same representation as the other groups. These individuals who are managers or ALA members would be advocating or supporting their own programs, not ALA as a body.

CSEA:

Elizabeth Mares said that Liz Giles presented it to CSEA at their last meeting. Ms. Giles wasn't able to attend today's meeting, but she said she hasn't heard any negative feedback from anyone.

Deans' Council:

Elizabeth Imhof presented it to the Deans' Council. They asked some questions about the overall structure, but were supportive.

Co-Chair Arnold thanked everyone for taking it back to their constituency groups. Let's see how the discussion at CPC goes, and then we'll bring it back to our next SEA meeting to finalize or to discuss, depending on the feedback we get there as well.

5. Discussion

- a. Office of Institutional Research/Governance Committee Survey Results: SEA (Laurie)
 - i. How does the information in this survey help inform the committee we want to be?

The Office of Institutional Research sends out governance committee surveys every two years. The Co-Chairs will meet next Monday and review the survey, and then provide the SEA committee with the survey results and identify themes aligned with comments to inform the committee and help provide direction moving into the future.

b. SEA Program Review Plan in NOVA (Paloma)

- i. Success Story Question (Workgroup): Please provide a success story for collaborative purposes and to help establish best practices. You may use this area to elaborate on any of the activities for which you reported progress, or on any other student equity-related efforts on your campus.

The SEA Program Review plan is due in NOVA on December 31st. Co-Chair Arnold shared the 2022-23 SEA Annual report. There are a few different sections. Some of the contacts still need to be updated, and we will be doing that as we complete the report. The Chancellor's Office notified us that in the Metrics and Activities, these data points were supposed to be pulled over from our 2022-2025 Student Equity Plan, and they were not. All of the Metrics and Activities that are currently listed here are from our 2019-2022 Student Equity Plan. Because of that, they have told us to skip these two categories altogether in this report. When we have to do the update at the next point, hopefully it will be fixed by then. These two data points say "completed," because they asked us not to do these because they weren't able to upload them correctly.

The main part we are going to need to complete is the Expenditures. It's pretty general information that we are required to report to the Chancellor's Office, such as instructional salaries, non-instructional salaries, benefits etc. The Chairs are meeting with Tonya Yescas this week to get all of this information, and we'll be reporting this. Then, there is more information about expenditures, and this will populate once we have this portion complete.

The two pieces that we're hoping to get some support from the SEA committee are the Success Stories and Challenges. These areas are generally optional. However, because the metrics and activities are not something that we're doing this round, the Chancellor's Office has encouraged us to do these two categories to try to give them a little bit more information on how we are doing on our Student Equity Plan. This includes something that we've been doing well, or some area of improvement that we can report on that's directly related to the Student Equity Plan. The challenges are challenges that we as a college have faced that the Chancellor's Office could potentially help us with.

Co-Chair Vasquez read the report that the Chancellor's Office sent to the Legislature about the previous SEA plans. In their conclusion, they highlighted what the challenges were. The fourth challenge from their perspective after reviewing the previous Student Equity Plans was connecting the dots between program activities, expenditures, impact and Student Equity Plans, which occur in a three year cycle and are separate

from the SEA program. Transformative change takes time. Closing equity gaps that have existed for decades will not happen overnight, and not without continuous planning and collaboration across college campuses. SEA program annual report relies heavily on colleges' Student Equity Plans, updated every three years. Aligning expenditure reporting with Equity Plan reporting provides a coordinated and streamlined reporting process to see the collective impact. The Chancellor's Office would like the State Legislature to consider adjusting the annual reporting requirement to every three years, coinciding with the Equity Plan period.

Co-Chair Vasquez thinks it will help colleges feel like they have more time to do the required planning, so when colleges create the next Student Equity Plan, it's more cohesive. In essence, the Chancellor's Office recognizes the huge challenge in front of all the campuses trying to implement the SEA funding and connecting metrics and activities. Every campus is unique in the way they are structured and the amount of SEA funding they have. Trying to braid general fund, grants, and/or categorical funding in support of equity is the challenge piece of the NOVA report.

When Co-Chair Vasquez spoke to the Chancellor's Office staff, they said, tell us what the challenges are from your perspective, so that we can go back and advocate for adjustments to the overall SEA allocation from the legislature.

Co-Chair Arnold said we have to submit three SEA reports a year, because we're working on two year allocations at one time. So we're actually submitting different SEA reports consistently throughout the year. She appreciates that the Chancellor's Office is considering how to make that a more effective process, because we're submitting program plan updates, expenditure reports on different years.

Success Stories:

The success story needs to have a relationship with the Student Equity Plan, and be one of the activities or goals outlined in the Student Equity Plan.

Elizabeth Imhof asked, could it be a success related to the funding that we're allocating through SEA? Something along the lines of, we have certain percentage goals outlined in the Equity Plan. We have used SEA money and distributed SEA money in order to support different communities and underserved populations, but we are not necessarily able to get either measure or direct connection to the numericals connected in the SEA plan, but we do know that we're seeing some level

of measurable success.

Co-Chair Vasquez said yes, because then, it is also a challenge. The SEA criteria is so defined that if they help us, by supporting or recreating ways we can connect those dots, that could be a challenge to report which could help us with outcomes.

Success Story Possibilities:

* **Curriculum and curriculum change.** Focusing on equity in our curriculum work. Some of the initiatives connected to curriculum have been funded through SEA over the past few years.

Co-Chair Arnold said, we did talk about curriculum in the Student Equity Plan, so she thinks we could use that. It's important, though, to tie it to what we wrote in the Student Equity Plan.

* **The ESL Outreach and Retention and Support position** is funded through SEA, but Robin Goodnough would have to look and see if it's directly a goal in the plan. ESL enrollments doubled over Fall 2023 over Fall 2022, due directly to the activities that were funded by SEA.

* Comments/questions from Jennifer Maupin:

- Dr. Maupin doesn't remember if they got reports back from all of the SEA funded activities for 2022-23, but in their proposals for 2023-24, there was some mention of some successes from the previously funded year. It's possible that they could extract some success stories from those.

- She was also looking at **Bio and the Anatomy Week Zero data.**

- Also, have any of the **Umoja English courses** been completed this semester? Dr. Maupin thinks it would be good to include something along those lines, because those were looking at our metrics of enrollment, retention, and then the focus on English and Math.

Co-chair Byrne said one was completed last fall, two are in progress this semester, and they are working on developing additional courses outside of English and Math, and getting a Math class on board.

* Akil Hill noted where it has in the plan, '**Develop Umoja-specific sections of both transferable English 110 and 111** to be offered in spring 2023,' we've done that.

- ii. Challenges to Inform the CO what we need (Discuss as a group)

Challenges:

* Co-Chair Arnold said we can frame our challenges to also highlight

some things that we did well, that the way our funding is set up is primarily supporting staff and faculty because of SSSP. Our **rollover money** that we've been using to support special projects has been really successful. But a challenge is that we're **one or two years behind the curve on that. Finding ways to maybe align our activities a little bit more with our SEA funding is a challenge.**

* **Funding is also one-time left-over funding.** It's been continual for two or three years, but we now will no longer have that funding available for proposals.

* It's a huge challenge that **SEA didn't get COLA.** The higher percentage of SEA allocations goes to supporting positions, and that leaves us less money to do some of the important campus-wide equity work like the curriculum we've been doing.

* **Tableau**

- Jennifer Loftus asked if there was a **Tableau worksheet.** She doesn't remember which worksheet is tracking our data. If we're hitting our benchmark for each year, that could be a success story. And **if we're not hitting the benchmarks from each year, then that's a challenge.**

- Co-Chair Arnold doesn't think there's one Tableau dashboard for all of that, but that's a very good idea to be able to bring it all together. She thinks it's in several different dashboards.

- That's a good suggestion for the next Director of IR, and perhaps a good challenge to mention.

- Co-Chair Byrne added that part of the challenge was as we were completing this plan, Z Reisz was leaving. There are a variety of different dashboards. Co-Chair Arnold said that **some of the data that we used in the Student Equity Plan was the Chancellor's Office data and not our own internal data.**

* Dr. Loftus said we've been working on curriculum, but the effects of those changes won't be felt until our curriculum is approved. We have our **CORs in review right now.** It is a success that we've submitted those changes. Co-Chair Arnold agreed that is a success, as the department has worked on those changes, and has submitted those changes. Co-Chair Vasquez said, as one of the reviewers for those course outlines, the fact that you have to do the DE addendum and answer the questions around accessibility and equity, that's a huge change as Elizabeth was alluding to.

Dr. Loftus said, whether or not we accomplish the activities is definitely a measure of success. The metrics is the, 'did you do it, did you not do it' question. As far as challenges, that could go in there, too, like **the timeframe and how long it takes. The fact that we don't have the**

data readily available to track, like a little progress report, she would say, is a challenge. It would be nice if they could go to one spot and look at math completion the way that it's going to be measured by those reviewing our Student Equity Plan just to see if we did increase our numbers as we had said in the goal.

*** We have data mart at the Chancellor's Office level. It would be helpful if the Chancellor's Office could incorporate SEA data for all the colleges in that data mart website.**

*** A lot of this is a holdover from SSSP, and that has posed challenges for us over the years.**

*** The fact that we don't have any increases, while the goals continue to increase from the Chancellor's Office.** When the original equity funding came in, there was a taskforce set up, and that was when we decided to spend the majority of it on ongoing positions. At the time, several counseling positions were dedicated to specific areas. That was a long time ago that that money has been dedicated ongoing, and it's continued to increase in cost, and we've continued to fund some other ongoing things, but we haven't had any money to fund ongoing projects for a while because they haven't increased it. Are other colleges in the same position, without an increase, not just a COLA, which is meant to pay rising costs of what we already have, but actual increases? **How can we continue to set new bigger goals for equity from all that we've learned if we don't have any increase to the funding?**

*** Co-Chair Arnold said that there continues to be new initiatives to be handed down from the state level, which are great, and when colleges respond and say, "Well, how do we support these?" The response is, use your SEA money. Our SEA money is allocated.**

Co-Chair Vasquez shared the history of the SEA funding in the chat. As a reminder to everyone, The SEA funding mechanism was established by the legislature in 2018 when they combined the following separate programs: Basic Skills, Student Equity, and SSSP. Moving from 2018-19 to current year 2023, a Chancellor's Office report was created for the Legislature reporting on the status of SEA funding. The Chancellor's Office reported colleges utilized 90% of SEA funding on instructional and non-instructional salaries and benefits. When Laurie personally contacted several colleges to talk to them about how they expend their SEA dollars, they talked about that challenge. The challenge for us is when you have a new initiative that comes with funding, the decisions on what to fund is made during a certain point in time based on the information at that time. SEA is not seen as a program by the

Chancellor's Office. Any allocation to SEA is added to the base funding, which is why SEA did not get a "COLA."

History of SEA: "The Student Equity and Achievement (SEA) Program was established in July 2018. There were 5 subgroups at the state level that worked to create what we now know as SEA. The work combined funding from three distinct programs into one funding stream with the goal of providing colleges more flexibility in spending related to equity and student services. District funding for the SEA program for 2018-2019 was based on 17-18 allocations of Student Services and Support Program (SSSP) funds, Student Equity funds and Basic Skills funds. The Student Services Division of the Chancellor's Office conducted SEA Program training in the fall of 2018, providing guidance on program legislation, expenditures, and the student equity plan. As a condition for receiving funding the college is required to complete a student equity plan where the funding is tightly aligned with that plan."

** Dr. Imhof thinks the **categorical nature of the funding structure makes long term and comprehensive planning virtually impossible, especially since we have so much money tied up in past expenditures as people and past commitments** as people have spoken to, not really knowing what's coming the next year, and not being able to think about growth. It seems like if the message from the Chancellor's Office is that equity is fundamental to everything we do, and we need to design for our students rather than apply equity on top of existing programs, and we really need to design from the bottom up, then equity can't be categorical. It has to be something that is fundamental to the funding so we know that we have a guaranteed source of income, and we understand there's growth associated with it. We understand that there's growth for success, that there's growth for innovation. She thinks there is a problem with the entire way that they're structuring our equity money as categorical money.*

Co-Chair Vasquez added, which is also the opposite challenge that if it were not categorical, it would go into the general fund pot, which would be available to anybody. Because it's categorical, it's protected in some ways. Co-Chair Arnold said that there are arguments on both sides. Co-Chair Vasquez noted that the fact that we're in a deficit at the college now, there would be concern if it had been put in the general fund, with no guarantees for equity support funding.

** Co-Chair Arnold said **the issue is it's not expanding as equity initiatives expand**. It's almost like we should be able to take what we have and say, "Okay, this is our base." And whether we call it SEA money anymore or not, but we have this amount of money and you're going to*

continue to receive this money to pay for all of the salaries and everything you pay for. But here, we're going to start really giving you an equity allocation to do specific equity initiatives and to implement different equity initiatives. It's almost like it would be ideal for it to continue to be categorical, but for it to have growth kind of built into it in some ways.

Dr. Imhof agreed and added, with the ability to plan forward for the long term.

** Mr. Hill said, the other thing about SEA funding and people's positions..., maybe we have to **start having a conversation of how we can infuse the people who were hired with SEA funds with doing different types of work as well to move us forward.***

Co-Chair Arnold will start a shared Google doc, and if you have ideas, go ahead and throw them on the Google doc, on different things that you have done or your areas have done. The Chairs will meet and review next Monday as we're preparing for the next SEA agenda, and then we can present to everyone what we have and what was brought forward.

6. Action Item: December 11, 2023 Meeting

December 11th is the Monday of finals week. We were going to vote on whether or not to have that December 11th meeting. Given what we just said about bringing forward more information about the survey and bringing more information about the NOVA plan, it feels like we should go ahead and have an abbreviated meeting, 45 to 50 minutes.

The members voted to still have a meeting, but have to have it be shorter. It was unanimous, and we will go ahead and have a meeting 50 minutes long.

The two items we'll discuss will be the survey and NOVA report, challenges and successes.

7. Future Agenda Items

- a. SEA Budget Update
- b. Timeline for Spring Activities
- c. Update of Activities, Metrics in SEP
Reporting into the committee on things that are actually being done as were written in the Student Equity Plan
- d. Additional Structural Discussions- cont'd
 - i. What is the function of SEA: implementation/funding?
 - ii. Should meeting dates/times/frequency/modality be revisited

Suggestions:

** From Jennifer Hamilton: What are other colleges doing? Are there any standout programs or initiatives, whatever they're doing on different*

campuses that you have seen when you attend conferences? She would also like to know what our nearby neighbors (i.e. Ventura, Allan Hancock) are doing.

Co-Chair Vasquez said she could do a quick survey of just our region and maybe bring it to our Dec 11th meeting.

Co-Chair Byrne said that every time we've written plans, we've looked at other colleges to see what they're doing. There are a few standout ones that we look at. However, everybody's doing things a little bit differently.

Co-Chair Arnold added, as we were looking at different committee structures, some colleges have tiny committees, too, with 4 people on them. Part of that, to what Co-Chair Byrne said, it's more about administering the budget, and that's the extent of what their SEA committee does.

** From Co-Chair Arnold: Thinking about the name. That's something that we can consider, too. There's no reason we have to keep calling it SEA.*

If you think of more things that you would like to see on the agenda, don't hesitate to reach out to the Chairs. We build the agendas a week before the meeting. We're happy to add different requests, information, and what people would like to learn and understand more.

Co-Chair Vasquez closed the meeting with one additional bit of information coming from the legislative report from the Chancellor's Office perspective. "The passing of legislation provides the necessary compliance mechanism for the system. But as we move into the next phase, our focus would shift from compliance to full implementation and to ensure students entrance into, support in, and successful completion of these courses being maximized."

Co-Chair Vasquez thinks that is just an acknowledgement from the Chancellor's Office that they recognize they have to help us meet the goals for the Vision for Student Success.

The meeting ended at 2:01 pm.

8. Resource

- Final [Student Equity Plan 2022-2025](#)
- SEA [Consolidation](#) Memo to CPC (3/2022)
- [Resource Guide to Governance and Decision Making](#)

- Current structure of consolidated [SEA membership](#)?
- **Membership Structure** [Draft V3.0](#) 11/13/23