JOINT STUDENT EQUITY COMMITTEE (SEC)
STUDENT EQUITY & ACHIEVEMENT (SEA) COMMITTEE MEETING

SEA WEBSITE

Thursday, April 14, 2022
3:00 – 4:30 p.m.

MINUTES

Due to the COVID-19 crisis, and in compliance with the Governor's Executive Orders N-29-20 and N-33-20, Santa Barbara City College has temporarily moved meetings online.

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Join Zoom Meeting:
https://sbcc.zoom.us/j/92888839255?pwd=T2xFeUpNeEdjMjNnK3hEN3dMWjZYZz09

Meeting ID: 928 8883 9255 Passcode: 419332

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Members in Attendance: Co-Chair Paloma Arnold, Co-Chair Roxane Byrne, Vandana Gavaskar, Liz Giles, Robin Goodnough, Akil Hill, Elizabeth Imhof, Jens-Uwe Kuhn, Julio Martinez, Co-Chair Brittanye Muschamp, Kristy Renteria, Carola Smith, Co-Chair Laurie Vasquez, Sara Volle

Members Unable to Attend: Adrienne Arguijo-Morgan, Aurore Bernard, Andrew Gil, Pam Guenther, Jennifer Hamilton, Chelsea Lancaster, Vanessa Pelton, Aika Person

Resources in Attendance: Jennifer Baxton, Cheryl Brown

Guests: Virginia Estrella, Raquel Hernandez, Christopher Johnson, Margarita Martin del Campo, Jen Maupin, Tracy Reynolds, Al Solano

Call to Order (Brittanye)
The meeting started at 3:03 p.m.

Public Comment (Brittanye)

1. 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.

Approval of Minutes

11-18-21 SEA Minutes - DRAFT (former SEA-only voting members)

[2-24-22 SEA Minutes - DRAFT](#) (Joint SEA and SEC)

[3-10-22 SEA Minutes - DRAFT](#) (Joint SEA and SEC)

Due to number of members in attendance, approval of minutes will be completed during the next meeting.

Information (5 minutes) (Laurie)

1. Update on CCCCO 2022-2025 Student Equity Plan

   1.1. Next meeting more details regarding our process for development.

   1.2. Recording posted - https://vimeo.com/685520548

   Handouts

   1.2.1. [2022-25 Student Equity Plan Template](#) (review before the 28th mtg.)

   1.2.2. [Slides from Student Equity Plan 2022 - 2025 webinar](#)

   Co-Chair Vasquez shared the recently released materials for the 2022-25 Student Equity Plan. The co-chairs would like the committee members to review the materials before the April 28th meeting.

2. Special Board Board of trustees meeting 4/11/22

   2.1. Topic – Framework for Creating a Socially Just and Inclusive College Thru Diversity, Equity, Inclusion and Antiracism A Conversation With Dr. Frank Harris and Dr. J. Luke Wood

   2.2. **[YouTube channel](#)**

   2.3. The presentation will be attached to next board minutes

   Co-Chair Vasquez included the link to the Board of Trustees meeting that Dr. Harris and Dr. Wood presented at. She thought the presentation solidified all of the voices heard over the past few years about the different perspectives, but it was presented in a way that raised the bar.

   About the presentation, Akil Hill felt that it was a good moment for the Board and a good moment to be an employee at Santa Barbara City College. In addition to Dr. Wood and Dr. Harris presenting very well, to

hear the Board really show that they're committed to this work, and how they're really trying to change, Mr. Hill felt that the Board should be recognized for that.

Discussion

1. [Budget Overview](#) - Paloma

   1.1. SEA co-chairs had a final meeting with Cesar Perfecto

   Mr. Perfecto is no longer at SBCC, so Co-Chair Arnold did the budget overview.

   *Our allocation for the SEA budget this year was about $4.5 million. The SEA allocation was previously three distinct budgets: SSSP, BSI, Equity. A few years ago, they were combined to make one overarching SEA budget.The SEA allocation is actually a two year allocation in which we are allowed two years to spend the entire $4.5 million. We have the **allocation from this year** plus the **rollover from the previous year**.*

   *The SEA budget is categorized into two different components: 1) **operational budget** (ongoing expenses). The majority of the operational budget goes to permanent positions and salaries (about 80%). The remaining 20% goes to programming, contracts, or is undesignated.*

   *2) **Rollover budget.** Whatever is unspent from year one is rolled over to year two, and is considered our rollover budget.*

   Unspent things are, for example, when someone's position is budgeted for in the SEA budget, but they resign, or contracts that were budgeted for are canceled. The rollover budget is also what we're using to fund these one-time allocations that we're requesting proposals for right now. Our rollover determines how much money we can allocate towards these one time projects.

   The previous SEA committee decided not to lay off people because of SEA budgeting concerns. The Chancellor's Office for many years said to 'be prepared for a significant cut to your SEA budget,' so we were always very conservative about not approving more permanent positions. When SSSP positions were approved, they didn't necessarily plan for the increased cost to salaries and benefits.

   What actually happened this year was that we were given an additional

$200,000. We have money that needs to be spent quickly, by June 30th.

As a reminder, the SEA fund is categorical, totally separate from the unrestricted fund and is designated for specific use.

1.2.   SEA co-chairs met with Dr. Scott to review budget

1.3.   Use of SEA funds ([ideas](#))

The co-chairs want the committee to think of ways that we can spend this money in a meaningful way. At the end of the year, if we have not found ways that we can spend this money, there are other things we can do like transfer expenses from other positions that would align with our SEA goals. Dr. Scott proposed some ideas as well. But the co-chairs also want to bring it to the committee for their ideas. The "ideas" spreadsheet is for brainstorming what we can do.

Chair Arnold thinks for this immediate funding, we should try to think about things that either may already be happening that we can fund, or where we know there is a person available to do it. Chair Arnold added the ideas that she and committee members brought up onto the spreadsheet.

Some of the ideas discussed:
NCORE: *Putting a call out for people who want to attend the NCORE training in Portland, Oregon (cost is about $2,000 for the conference, hotel, and airfare).*

Tutorial: *Elizabeth Imhof reminded everyone that this is the year that Title V and Title III sunset. This year we're going to have $225,000+ coming from the grants to support tutorial, and that money is going to be lost [when the grants end]. Chair Arnold said it was on Vandana Gavaskar's radar to increase the request for SEA next year.*

Familiarizing students with different programs and services*: Margarita Martin del Campo had a concern about getting her students in contact with different services and programs, such as DSPS, Financial Aid etc. Chair Arnold said with Title 5 and Enrollment Services, they are thinking about ways they can hire peer mentors or student guides to provide intrusive interventions for students.*

ESL online option for orientation: *Raquel Hernandez said that ESL doesn't currently have an online option for orientation. Chair Arnold thought it might be better to write a proposal since there isn't somebody now who could do an ESL video orientation.*

Ideas from Program Reviews: *We might have information from Program Reviews that were recently submitted about unmet needs –things that could be accomplished right away with the people we have, but we just don't have the funding for the equipment or whatever would be needed to actually accomplish that.*

Carola Smith has a meeting with Z Reisz this afternoon. She'll ask if they can run a report on funding requests and put it together so this doesn't have to be done manually.

*-Cheryl Brown suggested funds for**:***
 *- Students who **don't qualify for EOPS book grants or scholarships**.*
  *- **Debt forgiveness** for students who can't pay their bills.*
  *- Students **living in their car/homeless.***
  *- **Asian and the Pacific Islanders** struggling with success. We don't have anything targeting that group.*

Chair Arnold thought those were good suggestions, but the tricky part with the SEA budget is giving money directly to students. If we have it written into the Student Equity Plan, we can give emergency grants to students, but we would need to check if we can give other types of awards directly to students with SEA funding.

Books for high school students taking college classes: *Margarita Martin del Campo talked about how high school students can take college classes for free, but they have to pay for their books. Sometimes that is the determining factor for them dropping the class(es) because the parents don't have the money to pay for the books.*

College classes versus high school classes: *Margarita Martin del Campo suggested preparing something for high school students that informs them about taking, for example, Spanish classes at SBCC in a shorter period of time than what is offered in the high schools. Same for ESL classes.*

Starfish Coordinator*: Co-Chair Arnold thought it would be ideal to have an IT person who does Starfish, and to also have more of a Student Services person who manages getting the data, training different departments (including noncredit), and managing which people are in Starfish.*

Currently, Christy Grant is working on an overload funded by SEA, just to keep Starfish floating doing the surveys and enabling students to make

appointments with counselors and advisors.

Elizabeth Imhof cautioned the committee that if we're going to bring Starfish into the conversation, we need to talk about how we're going to use Starfish specifically to serve our disproportionately impacted students.

Co-Chair Arnold said that is a discussion the Starfish team has been having. She said a large part of the job description is trying to identify some of our gaps with servicing our equity populations/disproportionately impacted populations. Right now in Student Services, we don't know where those gaps are because we don't have the data to tell us.

Amount of money available?
Chair Arnold was not certain what the number is because things are still being spent until June 30th. We have some projections, but it looks like it will be about $1.4 million.

Co-Chair Vasquez hopes that down the road there's a closer alignment with how we spend money on this campus that feeds and meets needs that were addressed in Program Review.

2. Update: Academic Counseling Front Desk Technician (Paloma)

Per the email Co-Chair Arnold sent out to SEA, we had two positions currently open that were the exact same level. One was SEA funded, and the other was funded by the general fund. The position funded by the general fund was one that the previous SEA committee determined would probably be better suited to be funded by the unrestricted general fund. The other position is in Financial Aid, which is an equity focused initiative, specifically our Scholarship Technician.

Co-Chair Arnold received quite a few emails from committee members saying 'sounds good,' so we went ahead and moved forward with that. The Academic Counseling Center technician will now be funded by the unrestricted general fund, and the Scholarship Technician in Financial Aid will be funded by SEA.

3. [SEA/SEC consolidated 2nd reading](#) - CPC has moved this item to the next agenda. (Brittanye)

   3.1 Feedback (Public Comment) from Art Olguin to CPC regarding SEA Charge/Responsibilities

- *I encourage making a few amendments to the document, especially "functions and responsibilities". They need some revision to tighten up the charge of the committee. I put my recommended changes in CAPS.*
- *Specifically, increase communication and coordination to leverage EVIDENCE-BASED resources DEMONSTRATED to have a greater impact on ACHIEVEMENT OF student equity GOALS AND OBJECTIVES; ~~and achievement;~~*
- *The committee ensures designated equity funds are used to support outcomes with ~~measurable or~~ clearly defined AND MEASURABLE equity goals;*
- *The committee monitors and reports progress on, AND GOAL ATTAINMENT OF, MEASURED GOALS AND OBJECTIVES OF the Student Equity Plan; and MONITORS EXPENDITURES OF the SEA allocations.*
- *In addition, I would add some language about the Voting (and non-voting/resource) Membership on the SEA Committee.*

We got feedback from the first CPC meeting from Art Olguin. He recommended we make a few changes to the charge of the committee. Brittanye Muschamp read aloud the revisions Art Olguin had, which are noted in CAPS.

Questions, comments, and concerns:
- Co-Chair Arnold asked people to think about this and see if we want to vote on whether or not to implement these changes at the next SEA meeting.
- It was agreed that we're not necessarily asking CPC to approve our charge, we're just asking them to approve our consolidation. Once the consolidation is approved, that allows us to move forward. Because of this, the changes requested could be discussed after CPC.
- Akil Hill raised a concern with the term "evidence-based." Roxane Byrne agreed, saying this sounds like it's leaning towards quantitative measures and data. She cautioned that sometimes we will be using information that isn't quantifiable in that way, which is the standard with disproportionately impacted efforts. We're using a lot of qualitative information and student experience information that we may not be able to report in a way that he's suggesting.
- Robin Goodnough recalled that last year when we asked for proposals, we didn't want to put a requirement that they'd be able to quantify upfront how many students they would expect to reach or what numerical goals they would set… We wanted people to work based on their thoughts about what they had seen might be successful and try it. We want people to be creative and try things out, and not just be strictly data and numbers based.
- Liz Giles said that if we only stick to funding projects and interventions etc. that only have quantifiable data from other sources, that doesn't

mean that will serve our students' needs. We wouldn't want to say 'No, we can't fund you because you can't come up with another school that has already done this.' That really stymies the creativity that could come from proposals that we could be supporting.

4.   Application for SEA Proposals Update (Deadline 4/24) (Laurie and Paloma)

    4.1.   Email sent campus-wide April 4, 2022

    Two campus wide emails were sent out about a call for SEA proposals, one on April 4th and one yesterday. We've received one proposal so far. Share the information widely with your colleagues.

    4.2.   [SEA Application and Resources Website](#)

    4.3.   Reminder of drop-in help sessions

    Two people attended the drop-in session today. We have another one tomorrow.

    4.4.   [SEA Application](#)

    After this meeting, we have two more meetings left. We will review the SEA one-time proposals at our final meeting. That will give us enough time to go through the proposals and talk about them.

5.   Next Steps/Future Meeting (Brittanye)

    5.1.   Discuss Student Equity Plan work to be completed during summer

        5.1.1.   Co-chairs will have schedule with dates and expected outcomes

        By the next meeting, we're going to have an expected timeline to get the Student Equity Plan completed. We're near the end of the semester, so during the summer, we're going to get the majority of the Student Equity Plan done. The goal would be to have a draft to share with the campus community when we come back from summer break.

        We have money, so there is going to be a stipend for people who aren't normally on campus during the summer to work about 3 to 6 hours per month. We'll have measurable outcomes as we progress during the summertime.

        Co-Chair Vasquez noted that hopefully by the time we do our work

in the summer, we will have the data from WestEd, and we'll have more information to work with.

The co-chairs asked if anyone would be willing to work this summer on the Student Equity Plan. Akil Hill volunteered, and Robin Goodnough said maybe (it depends on her schedule).

Co-Chair Arnold said they will send an email out to the whole group. She said there are about five different sections on the template, so they may break the work down into smaller sections. It is a 19 page document, with resources in the back.

By working on the Student Equity Plan in the summer, that gives us enough time to share the draft with all of the large stakeholders and individual groups to get their feedback, come back as a committee, reassess, and continue drafting to come up with something that the majority is agreeable to. Dr. Al Solano will also be here to help guide us as well.

5.2. Review [2022-2025 Student Equity Plan Template](#) from CCCCO

The co-chairs would like you to review the template before the next meeting. The template is a very different structure than we're used to, as it follows a different model. For each one of the metrics, it asks specific questions, which are more strategic as opposed to activity-based. Example: "What is the college's current processes, policies, practices, culture, that impedes equitable outcomes for this population?"

Co-Chair Arnold noted that before, we had been focusing on what we could do, but we hadn't been really thinking about what we were potentially doing wrong. She thought it was interesting, though, that those were the questions Dr. Harris and Dr. Wood asked in their presentation.

It follows the work that we had started with Dr. Solano, the student journey framework. We will be able to move some of that information and data that we saw there to this.

Elizabeth Imhof suggested that since there is this carryover funding, what about bringing in the ideas and the knowledge of our campus equity experts and people on this committee, and hiring a consultant to actually do the writing part? It was mutually agreed that that was a good idea. Brittanye Muschamp said they would ask Dr. Solano at the next meeting about that.

Additional Resources

- [Student Journey Framework](#)

The meeting ended at 4:25 p.m.