

**Student Equity and Achievement (SEA)**

**Committee Meeting Agenda**

Monday, November 13, 2023

3:00 – 4:30 p.m.

ZOOM:
<https://fullcoll-edu.zoom.us/j/89854533375>

Co-Chairs: Cynthia Guardado, Daniel Javier Berumen

 **Meeting**

**HOUSEKEEPING**

1. **Call to Order**: Daniel Berumen called the meeting to order.
2. **Agenda:**

Two meetings are scheduled for November 27th and December 11th. Daniel asked the committee if they would be willing to change the December 11th meeting to an earlier date, December 4th. The committee agreed the meeting should be moved to December 4th, from 3:00 to 4:30 pm.

1. **Approval of Notes**: Meeting notes not approved for 10/17/2023.
2. **Announcements:**
* Cynthia: Staff development will have Thank-you cards available in the mailroom and staff development office.
* Connie: For the Black History Month celebration in February, her team is recruiting for their working group. Also, an email was sent to submit for any events that someone would like to host. Contact Connie Moreno Yamashiro with additional questions.
* Cecilia: Reminder to have students turn in their transfer applications before November 30th. The transfer center is available to assist students in person and virtually. Cecilia also mentioned the RP group is currently conducting research on our Black/AA Students, transfer success tipping point. A recent report was completed with four core experiences. Please contact Cecilia for additional questions.
* Mashonda: Shared the 24th annual Kwanzaa event will be held on November 29th from 1:00-3:00 in the quad.

**OLD BUSINESS**

**Reflection/Feedback Form for Funded Programs:**

The SEA reflection survey/form was sent to the committee/campus community. The survey's purpose is to ask those who receive SEA funds if their work aligns with SEA. (Student Equity and Achievement Survey was shown). The co-chairs reviewed the breakout group notes, after reviewing what was submitted Cynthia and Daniel produced two ideas that could help better understand the challenges that were brought forward. The two ideas mentioned: Invite people across campus to share information on their metrics, successes, and challenges and plan events around student equity. A member mentioned that it could be possible to review programs but reading all of them could be long and tedious.

The co-chairs asked if anyone on the committee would like to volunteer and share about their program and their work, particularly the race-conscious work. Kim questioned what the end goal would be regarding the presentations. It was conveyed that the presentations are a model for filling out the survey if people have questions and how to provide more detailed answers and the purpose is to use all the information to measure the plan.

The committee had some additional questions regarding the presentation and the outreach. One question proposed, should the reflection survey be sent to non-SEA-funded programs but with different questions? Should the committee take out the presentation and focus on the reflection only? Cecilia suggested presenting could be a challenge because of time or using a flex day. Daniel decided to pause the invites and informed them that the feedback from the committee was useful and would be reviewed and placed on the next meeting agenda.

A suggestion from Matt and Connie: The campus needs a common vocabulary or clearer definition of the word *equity*. Some programs have their interpretation of how equity is defined. However, for SEA 2.0 it was suggested to have a clearer operational definition of what that might be. Connie suggested utilizing and adopting the Chancellor's definition. Daniel will place these suggestions on the next agenda for discussion.

**NEW BUSINESS**

**SEA Faculty Co-Chair/Humanities Rep:**

Daniel explained that the committee has run into a procedural issue with the Faculty Senate. The committee voted for Cynthia as a co-chair, however, they need a Humanities representative for a vote. There were some questions on the procedures of voting and reassignments, and who can become a voting member.

Daniel suggested creating a procedure and modifying the language, he explained once they have that it will be presented to the committee for feedback and discussions. Furthermore, after discussion, the committee will then take a vote on it and send it to the reporting committees. Cynthia clarified if changes are made the faculty co-chair will not be a voting member and the Humanities rep will be able to vote as a member. Daniel will add voting procedures to the next agenda.

**SEA Annual Report to CCCCO – Update:**

Daniel and Cynthia are submitting the SEA annual report to the state by December 29th, 202. The programs funded by SEA were asked to submit their survey distributed to them by December 15th. Daniel clarified the college will report to the state the expenditures by object codes; however, the district budget office will give the state additional information about the college. He clarified that there is an allocation for two years and will update it with this year's spending and them on the metrics.

The college must report spending by category, and this was important to point out to the committee: What spending percentage follows the programs listed in the categories? The district is recommending that all SEA budget lines reflect the categories listed to align as an easier method to review and report. Daniel also mentioned in the report a section for a success story. He is asking the committee to contemplate what they would like to add to this section. Connie suggested making those who are not a part of SEA share their success stories.

Cynthia clarified the Professional Expert's roles on our campus and detailed wanted to ensure what they do is represented accurately and followed up by Henry to get his guidance on Professional Expert spending. Daniel will place the report on the next agenda and forward it to those not representing SEA.

**OTHER TOPICS FOR DISCUSSION**

1. Other Topics: Arnette mentioned the Adopt an Angel event and asked for committee support.
2. Adjournment: 4:07 pm

**NEXT MEETING: Monday, December 4th, 2023 @ 3 pm**