

**Approved Notes**

**Student Equity and Achievement (SEA)**

**Committee Meeting Notes**

Date: Monday, September 16, 2024

Time: 3:00 – 4:30 pm

Location: ZOOM: <https://fullcoll-edu.zoom.us/j/86554074819?pwd=FWW2FbBopymWsA4nScebl3QoQMVlUF.1>

Meeting Co-Chairs: Ericka Adakai and Vacant

 **AGENDA**

**Voting Members Present:** Ericka Adakai, ~~Paul St. John, Porsha Boyd,~~ Cynthia Guardado, Tim Ream, Juan Zaragoza, ~~Philip Austin, Arnette Edwards, Jorge Gamboa,~~ Connie Moreno Yamashiro, Cecilia Arriaza, ~~Kristine Nikkhoo, Anita Carlos, Dani Wilson,~~ Daniel Berumen, Gilberto Valencia, and ~~Monica Ernandes~~.

**Committee Liaisons and Resource Members Present:** Cynthia Guardado, ~~Jennifer Merchant, Jeanne Costello, Henry Hua, José Ramón Núñez, Elisabeth Martinez,~~ Daniel Berumen, ~~Naomi Abesamis, Megan Harris, and Mashonda Salsberry~~

**Guests Present:** None

**HOUSEKEEPING**

1. Call to Order: The meeting was called to order at 3:12 pm
2. Public Comments:
	1. Ericka A. discussed the possibility of conducting the meeting using a consensus model, emphasizing collaboration. Requested input and feedback from committee members during her transition as the new SEA committee co-chair. There is a possibility of returning to in-person meetings for the spring semester.
	2. Cynthia G. provided clarification that the SEA committee is a Brown Act committee due to the fact it reports to the Faculty Senate.
3. Announcements: N/A
4. Approval of Notes: May 13, 2024, notes were approved.
5. Committee Liaisons Related Reports:
	1. Staff Development: Cynthia G.
		1. The Race-Conscious Certificate launched its first cohort for Fall 2024 with 10 counselors. The course consisted of a hybrid model that includes 12 hours of asynchronous learning and 8 hours in person, totaling 20 hours. They have collaborated with Dr. Jessica Soria, a professional expert, for course content development since December. The program aims to conduct 3-4 additional cohorts this academic year, maintaining small group sizes to foster trust and engagement. They will explore creating cohort models that emphasize trust-building for difficult conversations, particularly around race.
		2. The Course Redesign for Equity launched its first cohort in Summer 2024, focusing on culturally responsive teaching and equitable practices in the classroom. They will be recruiting for the next cohort in October, which is scheduled for winter break. Ongoing discussions are taking place regarding the sustainability of future funding and support for facilitators.
	2. Diversity Committee: Connie M.Y.
		1. All positions on the Diversity Advisory Committee (DAC) are being filled for the first time in many years, including the addition of a SWANA representative.
		2. Met with President Olivo to discuss the approved Culturally Relevant Art Protocol, with DAC serving as the governance body for presenting culturally relevant art proposals on campus.
		3. DAC co-chair Evelyn is in contact with Daniel regarding the Sense of Belonging project, and updates are expected soon.
	3. Guided Pathways: N/A
		1. No updates were provided as the entire team is at the Starfish State Conference.

**AGENDA TOPICS**

1. **Mission & Function of Committee:**

Ericka discussed the need to revisit the SEA 2022-2025 plan and align it with the college's strategic planning. The group discussed the need for a clear understanding of the committee's role.

1. **Committee Membership Vacancies: Faculty & Faculty Co-Chair October 3, Classified, Students:**

Ericka discussed the current membership has vacancies across multiple groups and highlighted the need for faculty and a co-chair. Faculty Senate elections are scheduled for October 3. New members and potential co-chair may be appointed by the next meeting on October 7.

1. **Committee Microsoft Teams:**

Ericka provided an overview of resources sent via email. Files are organized in Microsoft Teams for reference during meetings. Microsoft Teams will serve as a central location for notes, projects, and collaborations.

1. **Committee Agendas & Notes and Resource Docs**

Ericka informed the group that a Word document containing meeting dates, agenda due dates, and notes distribution has been shared via email and Microsoft Teams. Due dates for agendas and notes align with the Brown Act to ensure compliance. She will send Outlook calendar invites for future meetings after this session to all committee members. There is a possibility to pivot to in-person meetings in the spring, with a willingness to adjust times for better cohesion.

1. **Vision Aligned Reporting (VAR) Changes & Updates**

Daniel shared an update on the Vision Aligned Reporting (VAR) changes, outlining the new reporting requirements being implemented for various categorical programs. He emphasized the importance of data collection and the partnership with Guided Pathways to streamline data submission via Starfish. As reporting has shifted from aggregate reporting to more detailed, sub-activity level reporting. New requirements include tracking specific student activities, participation numbers, demographic data, etc. Connie asked for clarification on which programs would be required to submit this additional data. Daniel indicated that only certain programs/groups that receive SEA funding will be required to report this additional data. Ongoing updates will be provided on the progress of data collection and implementation of VAR. Programs should begin early submission of cohort information to improve tracking.

1. **Fall 2024 Agenda Items Discussion**

Ericka discussed the current and future plans of the committee as the current SEA plan is nearing its end, and the focus is on wrapping up and evaluating its implementation. Discussions will lead towards developing the next SEA plan, potentially starting in spring and hearing from funded partners/programs. Connie suggested revisiting the SEA 2022-2025 plan to identify opportunities for implementation and carry them over into the next SEA plan. Daniel confirmed that he had an Excel document that demonstrated the progress of the SEA plan, and he could provide it later on to the group. Cynthia emphasized the importance of understanding the committee's role in writing the plan and ensuring its implementation across the campus and which members are responsible for tracking those implementations. Cecilia elaborated on how the State has continuously changed its reporting requirements throughout the process and the challenges it has posed on the committee and its activities. Cynthia encouraged Ericka to attend their SEA meetings at the state level and to stay informed about state-level changes and updates regarding race-conscious planning. The upcoming meeting is on October 25, 2024. Check with Deborah Perkins, who is the regional SEA representative, for more information and clarification on state updates. Cynthia also volunteered to attend the October 25th meeting if a co-chair for the committee has not been designated by such date.

**Discussion Points from Members:**

* There will be additional Vision Aligned Reporting (VAR) discussions on refining processes that will occur as the pilot phase progresses.
* Group considers revisiting the current SEA 2.0 plan to assess progress and opportunities.
* The group agreed to continue discussing the committee's role and purpose in future meetings, with a focus on meaningful work and impactful projects

**Adjournment: 4:08 pm**

**Note Taker:** Carolina Marrujo

**NEXT MEETING: Monday, October 7, 2024, at 3:00 pm**