

**Student Equity and Achievement (SEA)**

**Committee Meeting Notes**

Date: Monday, October 7, 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~~, Monica Ernandes,~~ Todd Smith.

**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 3:06 pm
2. Public Comments:
   1. Co-chair vacancy. The committee is still looking for a co-chair to be appointed.
   2. Todd Smith is the newly elected faculty member representing the Art Department and Fine Arts.
   3. Ericka informed the committee that they planning to transition to in-person spring 2025.
   4. Ericka informed the group that the committee lacks a quorum.
3. Announcements: N/A
4. Approval of Notes of September 16, 2024: Approved as submitted.
5. Committee Liaisons Related Reports:
   1. Staff Development: N/A
   2. Guided Pathways: Jeanne Costello
      1. Starfish: Jennifer Merchant has been onboarding several student services programs into Starfish. Faculty engagement efforts are underway to promote Starfish for attendance collection to track the last day of academic activity.
      2. Zero Textbook Cost (ZTC) and Open Education Resources (OER): Currently focused on recruiting faculty for the next grant application for planning ZTC program pathways. A panel discussion with faculty from Communication Studies is scheduled for Friday, October 20, 2024, 9:00–10:30 am.
      3. Mindful Growth Initiative: Sarah Kaump is collaborating with Hornets Tutoring and other campus programs to provide scalable training through the tutor training process.
      4. First Year Experience (FYE) Program: The program aims to scale the number of classes incorporating FYE interventions. Upcoming Event: Campus Resource Showcase by Students for Students, October 17, 2024, from 12-2 pm, held in the Humanities courtyard.
      5. AB 928 Student Transfer Achievement Reform Act: Discussion on efforts to help the team get up to date with AB 928 and its implications for student services.
      6. Program Mapper Updates: Introduction of a new era of updates to reflect changes in California's new General Education (GE) requirements and CalGETC.
   3. Diversity Advisory Committee (DAC): Connie M.Y.
      1. The committee met last week to brainstorm potential goals for the 2024-2025 academic year. Eight potential goals have been identified, focusing on selecting the top three for the year. Proposed Goals for the 2024-2025 academic year, listed in no particular order: 1. Increase Attendance for Diversity, Equity, and Inclusion (DEI) Training; 2. Develop an Affinity Coalition; 3. Create a Banner Protocol for Cultural Celebrations; 4. Address Accessibility Concerns Across Campus; 5. Enhance Student Support; 6. Protection for Employees and Students; 7. Student Worker Rights; 8. Improve Food Options on Campus.
      2. Tim requested clarification if the DAC committee talked more broadly about Goal #6 supporting the SWANA students. Connie indicated that once the goals are selected, specific recommendations will be provided to targeted student groups.
      3. Jeanne inquired about any updates regarding the reassigned time for the faculty co-chair position. Ericka indicated she has not been provided with any information as of yet.

**AGENDA TOPICS**

1. **2022-25 Student Equity Plan: Meeting the Matrix Discussion: 1. Successful Enrollment, 2. Completed Transfer-Level Math and English, 3. Retention from Primary Term to Secondary Term, 4. Completion (Degree and Certificate), 5. Transfer.**

Ericka shared that planning and brainstorming activities are on hold until a faculty co-chair is confirmed. A follow-up with the faculty senate will determine the co-chair's status. With the current SEA plan ending, the committee reflected on past efforts and metrics, exploring potential collaborations with other committees to align goals. Revisiting the mission statement and setting new objectives were suggested as ways to guide the next equity plan. Connie highlighted that the SEA plan calls for forming workgroups to address specific metrics, recommending this focus to guide committee activities for the remaining academic year.

Jeanne emphasized the opportunity to integrate equity planning, strategic planning, and guided pathways planning rather than working in silos. Daniel noted that all major college plans will expire by Spring 2025 to align with a new strategic planning cycle. The strategic plan will be broad, while operational plans will define specific, actionable goals. Programs will also reflect on the past four years and plan for the next four in alignment with institutional priorities.

A discussion was held advising caution against moving forward with initiatives prematurely, recommending that the committee wait for data from program reviews and equity committees. He also raised concerns about the lack of student representation on the committee. In response, Naomi suggested enhancing recruitment and engagement efforts through reminders and clear messaging about the importance of student voices. Ericka plans to collaborate with Ron and Bridget to identify filled student and faculty roles. Ericka will reach out to Cynthia Guardado, the new liaison and former co-chair, to help boost participation. Ericka also presented a handout with detailed metrics and action items from the current SEA plan to inform the committee’s work.

1. **Upcoming Presentations**

Ericka proposed preparing a draft plan for the next meeting to begin gathering updates from departments working on relevant initiatives. The committee emphasized the importance of identifying other areas across the college that may have been unintentionally overlooked. Ericka also clarified that the SEA plan is a college-wide initiative and not limited to funded partners, stressing the need for inclusive collaboration. VPSS Elizabeth Martinez emphasized the importance of drafting updates for a formal report and clarifying who is accountable for specific actions within the committee. The committee agreed to pause ongoing presentations until these discussions are thoroughly explored and a clear path is established.

Jean revisited the topic of how funded programs are utilizing their SEA funding, asking whether the committee is still tracking the impact of these funds. Daniel reflected on previous committee conversations, noting that discussions about funding logistics had been challenging, as much of the funding was tied to staffing positions. The previous SEA committee group concluded that the committee’s role should be to generate actionable ideas rather than focus on complex funding logistics. For the next iteration of the SEA plan, there was consensus on creating a more structured approach that assigns clear responsibilities, ensures accountability, and directs alignment with institutional goals/initiatives. This new framework aims to foster better collaboration and more effectively execute the committee’s initiatives.

**Discussion Points from Members:**

* Future meetings will involve reviewing metrics and tracking progress.
* Highlighted the need for more student involvement in the committee.
* Planning will continue through the spring semester to refine committee goals and align with strategic priorities.
* Members mentioned the difficulty of evaluating the use and impact of specific funding and the challenges in linking funding partners with designated outcomes.

**Adjournment: 4:25 pm**

**Note Taker:** Carolina Marrujo

**NEXT MEETING: Monday, October 21, 2024, at 3:00 pm**