



SANTA ANA COLLEGE

Student Equity

Research • Innovation • Professional Development

Student Success & Equity Committee

Wednesday, February 13, 2019 3:30pm-5pm

Student Success & Equity Philosophy

Work across Santa Ana College to ensure that all courses, academic and student support services, needed are available to all students at critical junctures in their completion journeys. This requires coordinated college wide efforts to strategically organize assets.

Attendees: Maria Aguilar Beltran, Co-Chair; Dr. Jeffrey Lamb, Co-Chair; Monica Bustamante, Janet Cruz-Teposte, Dr. Maria Dela Cruz, Ana Diaz, Dr. Vaniethia Hubbard, Dr. Jarek Janio, Ali Kowsari, Alicia Kruizenga, Dr. Jeffrey Lamb, Janice Love, Jessica Morrison, Dr. Fernando Ortiz, Patty Siguenza, Kim Smith, Justin Tolentino, Dr. Merari Weber.

Handouts: Agenda; December 13, 2018 Draft Minutes; CCC Research and Planning Group email update regarding Solutions in Support of Student Success Metrics; First Time SAC Students: Persistence/Units Completed Fall 2015-Fall 2017; Multiple Measures and Assessment Update; AB 705 FAQ 2.0; Guided Pathways Update.

Meeting called to order by Dr. Lamb at 3:30pm.

I. Welcome, Introductions & Committee Purpose (if new members join) Dr. Lamb and Maria Aguilar Beltran

- a. Approve the Minutes
 - i. December 5, 2018 Meeting Minutes
 1. Motion to approve by Dr. Lamb, second by Kim Smith.
 2. All in favor of approval.

II. Discussion Items

- a. 2019-2020 Equity Allocation Requests – Dr. Lamb
 - i. Still evaluating previous years' spending before moving forward with providing opportunity for allocation requests. Many costs in the Equity budget are fixed costs (permanent employee salaries), still determining available budget for 2019-20. Interested in getting feedback on how we should move forward with Equity process.
 1. Maria Dela Cruz – Have we talked about the merging of Equity/BSI/3SP (SEAP) funds?
 - a. Dr. Hubbard – Still a goal for matriculation services. Ultimately looking at Vision of Success and Guided Pathways efforts.

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2. Patty Siguenza – 3SP also includes non-credit. How is non-credit going to be included in the process?
 - a. Dr. Hubbard – Will continue to advocate for non-credit and include it in the Equity conversation.
 3. Kim Smith – What in particular in the Guided Pathways pillars connects to Student Equity?
 - a. Dr. Lamb – In the activities that the teams identify (Access Team, Advising Team, etc.) Marriage between GP and Equity Goals and how can we align them with the Guided Pathways Pillars.
- b. Student Success and Equity Committee Ad-Hoc Committee Updates:
- i. **Shared Governance Structure – Dr. Hubbard**
 1. Committee met and created a draft of an updated Shared Governance Structure. Dr. Hubbard discussed it with Dr. Rose, Dr. Rose is going to evaluate how Student Success & Equity Committee fits under Shared Governance. Will be presented to Committee once Draft is complete.
 - ii. Evaluating the Allocation Process and Linking it to the Plan – Dr. Lamb
 1. Met on February 12 in order to look at 16-17 End of the Year report, 2017-19 Integrated Plan, 2015-16 Student Equity Plan, and 2018-2019 Equity Plan in order to see how budget links to plan. 2018-19 requests linked to Integrated Plan, End of the Year reports are due February 28.
 - a. Alicia Kruizenga – Do we know how much money is available if don't include salaries? Is there a rubric developed yet for requests or fixed costs?
 - i. Dr. Lamb - Need to remove full-time permanent salaries from available funding to get accurate figures on money available. Rubric needs to be developed to analyze current fixed costs.
 - ii. Dr. Hubbard – Work is not stopping, but need to fully evaluate the work that we are doing. We want to see successful outcomes, but we need to be intentional with the services we provide towards the Guided Pathways efforts and Vision for Success.
- b. Rubric Discussion
- i. Fixed Cost
 1. 1000 – 2000 – 3000
 - a. If it's not a permanent employee, it should be requested again.
 2. **Permanent Employee** - > Short Term -> Student Worker

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3. **Time based subscription** (multi year subscription)
4. Reassigned Time (in load or overload)
 - a. Instructional
 - b. Coordination
5. PT Counseling Hours
- ii. Discretionary Cost
 1. 4000 – 5000 – 6000
 2. Trips (students)
 3. Supplies
 - a. Instructional
 - b. Non-Instructional
 4. Equipment
 5. Consultants
 6. Software
 7. Marketing
 8. Food
 9. Books
- iii. Timeline:
 1. Feb 28th deadline for end of the year report
 2. March 15th – possible deadline for Equity Requests
 3. May – Allocation award letters
 4. July 1 – Allocation
- iv. Dr. Hubbard – Funds should align with Vision of Success and Guided Pathways.
- c. Maria Aguilar Beltran – How do you evaluate supplies/equipment requests when you can't see outcomes?
- d. Janet Cruz-Teposte – At what point are we going to evaluate what can be institutionalized?
- iii. Writing and Revising of the Plan – Dr. Weber
 1. January 24th meeting worked on the timeline for the approval process to ensure staying on track for the June 30 deadline. Looked at disproportionally impacted group data. Percentage point gaps will be used for smaller groups and 80/20 will be used for bigger groups. Plan will be uploaded into One Drive by Monica.
- iv. Evaluation of 18/19 Awarded Requests – Janice Love
 1. Meeting before and after February 28th deadline to discuss rubric and meet to evaluate awarded requests.

III. Student Success Research Spotlight

- a. Report from Research – Janice Love
 - i. Update: Student Success Metrics

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1. Janice attended IEPI Conference ‘Connecting the Dots’ to explain metrics. SSM is in the launch board, you don’t need a login. You can see the metrics for any college. As colleges give input, they are finding calculation errors, so launch board keeps changing. Data may be frozen in May so College Goals can be finalized for 2019-20 Integrated Plan June 30 deadline. The Chancellor’s Office is going to calculate the disproportionate impact and point gap for colleges. They will indicate the population that SAC needs to focus on. Janice is requesting access to NOVA in order to see when the template is updated so it can be shared with the planning group. Chancellor’s Metrics will be demographics, but will not be programs, that will need to be evaluated by Santa Ana College.
 - a. Dr. Lamb – We should evaluate how students in each Pathway do.
2. First Time SAC Students: Persistence/Units Completed
 - a. Exclusively Credit students – Metrics in terms of units completed are higher for students that are part of programs (Athletes, Bus Pass Recipients, CalWorks, etc.)

IV. Update/Discussion of Major Student Success & Equity Bodies of Work

- a. Multiple Measures and Assessment Update – Maria Aguilar Beltran
 - i. AB 705 FAQ 2.0
 1. A total of 5, 585 students have been individually placed for Intersession 2019 and Spring 2019 using this new process through the Assessment Center.
 2. ITS is working to automate of the self-reported high school GPA and grades. They hope to have the automation completed by April 2019 for new students applying Fall 2019.
 3. ALL FACULTY should review their pre-requisites, especially if they include any developmental English and Math courses, or reference any standardize placement testing practices. If you have questions about possible replacement language you can contact the Math and English chairs for recommendations.
 4. Janice – Do we know when the T sum score will be translated?
 - a. Maria Aguilar Beltran will email the sheet to Janice that explains scores.
 - b. Guided Pathways – Dr. Maria Dela Cruz
 - i. Next Steering Committee meeting, is February 14 from 1:30-3:30pm in A-130. Please encourage Faculty and Staff to join an Implementation team. Visit Guided Pathways webpage to learn more about them.
 - ii. Overview of the teams will be provided during February 14 meeting.

Meeting adjourned at 5pm.

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