SANTA ANA COLLEGE
Student Equity
Research • Innovation • Professional Development

Student Success & Equity Committee
Minutes

Wednesday, April 24, 1:30pm-3pm

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, Monica Bustamante, Theresa Hagelbarger, Dr. Vaniethia Hubbard, Jarek Janio, Shelly Jaffray, Tyler Johnson, Dr. Kevin Kawa, Paula Kincaid, Ali Kowsari, Janice Love, Jessica Morrison, Dr. Fernando Ortiz, Stephanie Paramore, Patty Siguenza, Justin Tolentino, Kathy Walczak, Dr. Merari Weber.

Handouts: Agenda; March 13, 2019 Draft Minutes; AB705 and 1805 Spring 2019 Guidance Language for Credit ESL; Cover Sheet for Student Success and Equity Requests; Student Success and Equity Allocation Funding Request Form; Student Equity Funding Request Rubric; SAC Participatory Governance Structure 2019 Draft; PD, BSI, GP, and Multiple Measures, Assessment & Placement Updates; Takeaways from 2018 Strengthening Student Success RP Group Conference.

Meeting called to order at 1:34pm by Dr. Jeffrey Lamb

Agenda Items

I. **Welcome, Introductions & Committee Purpose (if new members join)** *Dr. Lamb, Dr. Hubbard, and Maria Aguilar Beltran*
   a. Approve the Minutes
      i. March 13, 2019 Meeting Minutes
         1. Moved by Shelly Jaffray
         2. Second by Dr. Hubbard
            a. Minutes approved.

II. **Discussion Items**
   a. 2019-2020 Equity Allocation Requests – Dr. Lamb
      i. Forms have been updated and revised in order to connect forms to Integrated Plan/Guided Pathways.
         1. Questions that arose from BSI meeting when the forms that were discussed:

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        a. Kathy – Some of the questions felt repetitive (describing the project description and the outcomes several times).
            i. Dr. Lamb - Will look into revising some of the questions into a bigger picture answer.
        b. Maria Aguilar Beltran –#2 and #6 were very similar.
            i. Dr. Lamb – #2 was framed more of intended outcome/goal, #6 was specifically linking it to program/department, course, and/or institutional level outcome review.
        c. Justin – #5 wasn't tied to the rubric.
            i. Dr. Lamb – would be good for the group who is looking to see when the money is spent out during the fiscal year.

b. Student Success and Equity Committee Ad-Hoc Committee Updates:
    i. Shared Governance Structure – Dr. Hubbard and Dr. Janio
        1. Dr. Hubbard – updated draft includes the changes that were recommended in the last Student Success and Equity meeting.
            a. Dr. Lamb – still needs to go for approval to College Council, Cabinet, Academic Senate. Dr. Lamb would like to still have meetings occur between co-chairs in order to discuss agenda and funding.
                i. Motion to approve revised Student SS & E Committee Structure.
                    1. Moved by Dr. Fernando Ortiz
                    2. Second by Jarek Janio
                      a. Approved.
    ii. Evaluating the Allocation Process and Linking it to the Plan – Dr. Lamb
        1. Dr. Lamb – We have talked about linking the allocation process to program review. College Council has approved the reinstating of the Institutional Effectiveness Committee in order to look at Program Review, this will be a good way to connect the Equity Planning process to Institutional Effectiveness.
    iii. Writing and Revising of the Plan – Dr. Lamb
        1. NOVA Reporting – Janice Love
            a. Our disproportionally impacted group is white males without economic challenges (impacted by the Academies). Data is finalized, we are behind based on our timeline, but have been impacted by the Chancellor's Office data changing.
            b. All of the colleges appear in the NOVA system, so you can see what they have in their Draft thus far.
            c. Outline of Process and Success Criteria, Executive Summary, Contacts (those who sign the Equity Plan),

Overall Student Population Metrics (Baseline is prepopulated, Goal is what SAC adds), disproportionately impacted groups (disaggregated by gender), we have the option to add student population groups, activities (we can select).

   i. Once the plan is complete, Janice will send a link to the approvers and they sign it electronically.

   d. Janet Cruz Teposte – how did the Chancellor's Office come up with the disproportionally impacted groups?

   i. Kevin – they used a percentage point cap method and they are looking at how the groups are performing relative to each other through MIS data.

2. Dr. Lamb – June 30 is the deadline for the plan. It has been challenging moving forward with the plan because of the changing data components linked to the 5 goals. 2 of the 5 goals are part of the Vision of Success. We know what goals we spent our money on, but for 18/19, we do not have goal alignment with our expenditures. Activities/projects not linked to the project in the same way in how it is reporting to NOVA. We are now at a space that within the week or so, we will be entering in data in NOVA. We will align them with our Strategic Goals/Vision for Success Goals. SAC can determine what groups they want to impact, so we will have the ability to track and monitor the groups we choose to target. 65% of the population is LatinX, so need to devise interventions for those students. The report has to matter to us and what we are committing ourselves to and the Equity Plan can be a barometer for how we will fund activities.

3. Maria Aguilar Beltran – the committee can eventually engage in more intentional conversations and truly look at the data. Also include student voices to see the impact of the activities that are being funded.

4. Dr. Lamb – AB-705 will impact the Math/English transfer level rate.

   iv. Evaluation of 18/19 Awarded Requests – Dr. Ortiz

1. Group evaluated the End of the Year reports. Created a makeshift rubric in order to quantify the reports and also provided comments/feedback. Would like to create a better evaluation tool for the End of the Year report and the rubric.

   a. Dr. Weber – Can we get feedback on reports before Equity Requests are due?

   i. Dr. Lamb – Timeline was tight/difficult this year, hopefully it can be refined next year in order to address feedback and improve the process.

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III. Update/Discussion of Major Student Success & Equity Bodies of Work – (electronic updates sent to committee prior to meeting)
   a. Multiple Measures and Assessment Update – Maria Aguilar Beltran
   b. Professional Development Update – Mary Huebsch
   c. BSI Update – Mary Huebsch
   d. Guided Pathways
      i. Dr. Ortiz – Rollout will be in Fall 2019 for all CAPS with smaller completion teams (Version 1.0). Version 2.0 will roll out in Spring 2020.
      ii. Dr. Lamb – Dr. Rose will be sending out an email/letter in order to update the campus.

IV. Additional Topics
   a. RP Group 2018 Strengthening Student Success Conference Takeaways – Mary Huebsch (electronic update sent to committee prior to meeting)
   b. Final Equity meeting of the 18/19 year is Thursday, May 23, 3:30pm-5:00pm in I-107