



# SANTA ANA COLLEGE

## Student Equity

Research • Innovation • Professional Development

### Student Success & Equity Committee

Thursday, November 16, 2017, 3pm-4:30pm

#### 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:** Alicia Kruienza, Co-Chair; George Sweeney, Co-Chair; Members: Janet Cruz Teposte, Maria Dela Cruz, Theresa Hagelbarger, Mary Huebsch, Janice Love, Justin Tolentino, Martha Vargas, Kim Smith. Guests: Peggy Card-Govela, Alex Claxton, Kevin Kawa, Annie Knight, Ali Kowsari, Martha Montoya-Herrera, Michelle Priest, Kathy Walczak, Adalberto Zambrano; Administrative Support: Monica Busamante.

**Handouts:** Agenda; Draft minutes from October 19, 2017 Student Success & Equity Committee meeting; Template for 2017-18 Student Success and Equity Allocations; SCC Blank Student Equity Funding Request Form; CAI Field Memo; CAI & Multiple Measures Update; 2017 Student Satisfaction Survey Open Ended Comments; Results Based Accountability Framework; Santa Ana College Promise 2016-2017 Report; Northern Trip 2016-2017 Report; Transfer Mentor Program 2016-2017 Report; Transfer from SAC to Four-Year Institution Report.

- I. Welcome, Introductions & Committee Purpose (if new members join) Alicia Kruienza & George Sweeney, Co-Chairs**
  - a. Approve the Minutes
    - i. Minutes approved
- II. Review of the membership update from the previous meeting**
  - a. George has emailed Monica Zarske in order to determine which Faculty members should be on the committee.
  - b. Meeting attendees for future meeting minutes should list members and guests.
- III. Discussion Items**
  - a. Budget Allocation process for Student Success and Equity
    - i. Draft in process for an Equity Allocation Request form, suggestions are welcome in order to develop the form.
      1. Michelle – Rubric is helpful. Type of request needs to mirror the RAR’s. Change the verbiage to ‘how and when’ you will evaluate the effectiveness of your activity.
      2. Maria D.– how are you aligning your activity to the Integrated Plan goals?

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3. Janice – can Research be notified if there will be assistance/evaluation needed from them? Research will be notified.
  4. Alicia – if there is more than one question on the worksheet, it needs a separate line item/box.
  5. Mary – can we include verbiage on how we can plan to institutionalize a successful program?
  6. Annie – can we add verbiage to include something about the sustainability of a successful program?
- ii. Timeline:
1. Once the form is completed, the forms will be sent out at the beginning of December.
  2. Forms will be due February 23, 2018.
  3. Prioritization is completed by Taskforce of Student Success and Activity – March 16, 2018.
  4. Prioritizations are reviewed and funds are allocated based upon availability of funds March 16-April 13, 2018.
    - a. 30-40 applications are expected (each program submitting its own form).
  5. Budgets are built for 2018-19 – March 16-April 13, 2018.
  6. Applicants are informed of their awards for 2018-19 – April 13, 2018.

#### **IV. Student Success Research Spotlight**

- a. Report from Research – Janice Love
  - i. Results based Accountability Framework
    1. How much do we do? How well do we do it? Are students better off?
    2. It specifically looks at the number of students versus percentage of students that are better off and allows us to take a harder look at our programs.
    3. Working on automated system in order to provide numbers for each program.
  - ii. Comments from most recent Student Satisfaction Survey related to Academic Issues
    1. Grouped into Student Life, Facilities, Counseling, Student Services, Library, and General Comments.
    2. Nga Pham at the District is working on the full survey results.
    3. 600-700 students replied (students contacted via email).
  - iii. Graduation Survey
    1. A graduation survey is in the works, Kevin Kawa will be working on it and will be emailing the committee members a copy of the draft in order to get feedback.
    2. George – will we include questions related to Guided Pathways?

#### **V. Update/Discussion of Major Student Success & Equity Bodies of Work**

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- a. Guided Pathways Update- Maria Delacruz
  - i. Communications task force working on difference taglines and a communication plan to roll out.
  - ii. Convocation – working on speakers/activities related to Guided Pathways. Possibly including a metamajor activities.
  - iii. Self-assessment tool – December
- b. Multiple Measures and Assessment Update- George Sweeney (For Maria Aguilar Beltran)
  - i. CAI – suspended indefinitely, transcript based measures in the meantime.
  - ii. AB 705 – conflicts with Title V regulations, unsure if it conflicts with articulation for degrees. State will be sending us more information in order for us to properly enact their legislation.
- c. Digital Dons Update – George Sweeney (For John Steffens)
  - i. Digital Dons computers and orientation issues being addressed. Possibly opening up use of computers to other programs, looking into training more staff to be able to give students orientations.
    - 1. Peggy – Can we open up more times for orientations for students who won't be able to attend during the day?
- d. Transfer Update- Martha Vargas
  - i. Promise Program update (handout)
    - 1. Dr. Rose and Alicia meeting with GGUSD
  - ii. SSTI Report 2017 (handout)
  - iii. Northern Trip (handout)
  - iv. Transfer Mentor Program (handout)
- e. Professional Development Update – Mary Huebsch
  - i. Classified
    - 1. Strengths Quest events in October and November that were well attended.
    - 2. November 3 – workshop where Dr. Rose presented to classified staff who want to advance.
    - 3. January 2018 – Financial Aid workshop for staff members who want to go back to school and apply for financial aid.
  - ii. Faculty
    - 1. Still have faculty who have to complete their Flex Hours.
      - a. Incognito Training
      - b. Canvas Training
  - iii. Upcoming:
    - 1. Convocation – February 2, 2018.
    - 2. Need more proposals for Flex Week
    - 3. Accessibility Workshops
- f. BSI Update – Mary Huebsch
  - i. One of five colleges that had a decrease in BSI allocation. Hoping to get an augmentation.

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- ii. Integrated Plan going before the board on December 4.

**VI. Additional Topics**

a. Public Comments

- i. Mary – DACA came up again in the Courageous Conversations meeting.
  - 1. Alicia - AB 540 information is now on the main Student Services page on the SAC website.
  - 2. Kim – Continue to reassure students that there is support on campus, help students. Can a list of the AB 540 trained staff members be sent out to faculty/classified students?
- ii. George – will be stepping down from the Student Equity Coordinator position. Process is in the works in order to have another co-chair.

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