**Equity Committee**

**2/14/17**

**2pm-3:30**

**Teaching and Learning Center**

**Minutes**

**ATTENDANCE**

R. Sharboneau, C. Cisneros, B. Boeding, Carla, C. Boss, K. Warren, J. Richburg

**GUESTS**

K. Moberg, F. Lozano, R. Shook, D. Fuentes

1. **Call to Order at 2:04 pm**
2. **Roll Call** read by E. Cervantes
3. **Approval of Agenda**

**MSC (C. Cisneros/Carla). Vote: unanimous. Approved as presented.**

1. **Approval of Minutes**

**MSC (K. Warren/C. Boss). Vote: unanimous. Approved as presented.**

1. **Purpose and Updates**

E. Cervantes updated the committee on the purpose and mission of the committee that was generated when the committee was first created and is in the bylaws. He pointed out that it will change as integrated planning occurs. K. Moberg is the coordinator.

1. **Integrated Planning Retreat report**

E. Cervantes distributed a summary report from the Gavilan College Integrated Planning Workshop held on January 25, 2017. B. Boeding pointed out that it was a good starting point. K. Warren asked what the plan was on the follow-up from the retreat. E. Cervantes pointed out that there is the need for follow-up. K. Moberg added that it would be beneficial for the committees to do training with 3CSN before the end of the semester with the intent that the committees will have a clear focus on direction. The draft should be completed by the end of March and the reports will be due in November. The report needs to go through shared governance. F. Lozano added that December 31, 2017 is the final day to submit the report, on the Basic Skills side. K. Moberg added that there will be key areas each committee must answer. She suggested that the integrated planning group meet to review the draft. K. Warren recommended that summer may not be the best time to perform the work. K. Moberg responded that the work needs to be done and what is not done, she has to write the report, as past experiences have dictated. The next step may be to contact K. Hull to plan on having 3CSN to facilitate and guide before the writing of the report occurs. They also help in forming a long-term outcome, where the report is an activity that needs to be fulfilled for the chancellor’s office. E. Cervantes will talk with V. Martinez and K. Hull on the next steps.

1. **Funding Proposals**

E. Cervantes gave an overview of proposals. There were a handful that came in and went through to K. Moberg, which were under $5K. K. Moberg added that she is currently working on a report to the chancellor’s office, which will give a better idea of what funds are left. There may be room for sure and only one proposal was sent back, which was expensive. Another avenue was suggested to send one person to the proposed training and then coming back and cross-train others. One item that the funds were used for was to help in the payment of the Educational Master plan. K. Moberg asked for the committee to have patience as different pieces are placed together for a clearer picture of what was spent. K. Moberg advised that proposals should continue to be accepted, especially in the area of professional learning. R. Sharboneau asked that E. Cervantes send out an email to all campus asking for proposals, especially in terms of professional learning.

1. **Upward Bound Funding Proposal (Tabled from previous meeting)**

E. Cervantes gave an overview of the proposal for funds to pay for a grant writer. This would connect the local high schools to the campus through a specific pipeline. This grant would help promote STEM in the community and bring an outreach program of this type to the campus. R. Sharboneau asked how this would differ from the STEM III grant, which has a similar focus. She also asked if this has gone through the grant process on campus. E. Cervantes added that after talking with the STEM III grant activity director, it would complement the grant but not duplicate. As for the process, the timeline is one month. This is to approve the grant writer. K. Moberg added that this grant would be working with Cal-SOAP and focus on certain high schools.

***MSC (C. Cisneros/B. Boeding). 1 abstention. The proposal is approved.***

1. **Guided Pathways Funding Proposal (Tabled until next meeting)**

K. Warren gave an overview of the proposal. This would get students on delineated pathways to a major pathway, which will involve clearer levels of achievement. She added that it was a proven method of closing the equity paths outside of California. There is no data on California since it has not been implemented to a greater degree in California. She presented from a guided pathway page on the Gavilan College website. K. Moberg added that guided pathways was discussed at the integrated planning retreat and research shows that the completion rate for third and fourth semester retention drops. The suggestion from the chancellor’s office is to create the pathways and when funding is available there may be opportunities to apply for those additional funds.

***MSC (C. Cisneros/B. Boeding). Vote: 1 abstention. The proposal is approved.***

1. **Tutoring Proposal- (Tabled from previous meeting)**

Proposal was withdrawn.

1. **Reports** 
   1. **Foster Youth/Dreamers (Carina)**

C. Cisneros gave an update on the Foster Youth proposal. The most successful outcome on the part of the Dreamers was the AB540 training, which provided an understanding into the Dreamers struggles and needs. It was asked how faculty can help play a role in terms of foster youth. C. Cisneros asked for ideas from the faculty to how they can play a bigger role. Another suggestion was make it more accessible on the website for foster youth to access, which would include a website.

* 1. **Basic Skills/Retention Specialist and Counselor (Fran and Daniel)**

D. Fuentes gave an update on the Basic Skills/Retention Specialist proposal. Direct phone calls were placed to students to give them the information needed. He highlighted different areas that are being done and future steps to reach out to students, which would include a digital newsletter. K. Warren asked for more information to be added to the Basic Skills website.

1. **Next Steps (5 minutes)**

* R. Sharboneau gave an overview of why she abstained from voting and feeling uncomfortable with voting on items. Asked for discussion items and actions items to be pointed out on the agenda and the committee agreed.
* E. Cervantes will connect with V. Martinez about the 3CSN trainings.
* E. Cervantes will send out a campus email for proposals.

1. **Adjournment** by consensus at 3:30 pm

MSC (E. Talavera/E. Cervantes)