**Equity Committee**

**9/26/17**

**2:00 pm-3:30 pm**

**Room LI100**

**MINUTES**

**ATTENDANCE**

E. Cervantes, ~~E. Talavera,~~ J. Richburg, C. Velarde-Barros, C. Cisneros, K. Warren, N. Dequin, ~~V. Martinez, K. Moberg, F. Lozano,~~ M. Chatterjee, ~~P. Wruck,~~ M. Sanidad, R. Shook, D. Fuentes, J. Chargin, R. Brown, S. Sweeney, B. Boeding, Claudia Traver

1. **Call to Order**

By E. Cervantes at 2:03 pm

1. **Roll Call**

Read by E. Cervantes

1. **Approval of Agenda**

*MSC (*M. Sanidad */C. Velarde-Barros). Vote: unanimous. Approved as presented.*

1. **Approval of Minutes**
2. Discussion: K. Warren requested revisions of her statements in 9.12.17 minutes
3. Add Claudia Traver in attendance to meeting minutes

MSC (C. Velarde-Barros/K. Warren). Vote: unanimous. Approved with revisions from K. Warren.

1. **Reports/Information**
2. Chair Updates

E. Cervantes would like to look at the structure of the meeting. C. Cisneros asked if there is a timeline to go over annual updates and would like to set up a structure to guide people the best way possible to get the most accurate data.

Athletics – N. Dequin

Dequin shared details about an athletics program called GRASP where there is intense mentoring, tutoring, checking in with individual students regularly, and student athletes taking specific classes that are taken during specific semesters. It is a very guided program. Mike Dovenburg, during the summer, narrowed down the program so that student athletes would check in every morning and check out at end of day. A lot of work is already done but it is about incorporating the mentoring program. The idea would be to use two assistant coaches to be paid out of non-credit, to be able to provide school supplies to students who have a need. Currently Darlene meets with students on a regular basis, students cannot change or drop classes without Darlene, but they really need to add the mentoring piece. Darlene is looking for members to start a workgroup to structure the Grasp program. Carla has volunteered to partner with Darlene and will decide what their needs are before reaching out to other members. Coaches are over extended with their time in teaching and coaches, time is what is needed. It has been discussed in Leadership Council for student reps from different teams to come together to discuss needs, campus issues, etc. They would like to bring someone in to guide the discussion, share successes, etc. There has been talk about the need but we do not have the resources to put this together. R. Brown suggested bringing back a job prep class that S. Sweeney use to use.

1. Integrated Plan (Equity, BSI, SSSP)

E. Cervantes – added a goal 6 on page 19. Added language on goal 1. First chance of synthesizing the 3 plans. K. Warren shared with the group, given to her by P. Wruck, everyone who is an administrator should have received it. The Vision for Success. Most applicable to us, last bullet on first page, “reducing achievement gaps…” Peter gave actual numbers for some of these, looking at 3rd bullet, increasing from 250 to 300 students, wants to set goals high and shares this data so that goals can be set higher. Previous plans had more attention to academic support, currently it is minimal, a plan is needed to increase academic support. K. Warren shared another colleges goals. E. Cerv stated that this is the first time we have ever done this type of report. If anything else needs to be added to this it needs to be done right away.

M. Sanidad asks K. Warren what she thinks is needed. She wants to look at ways to improve student’s academics. To have students learn strategies early on to ensure success in classes, more support from counseling, K. Warren provides statistics on student’s completion goals. R. Brown stated that funds were always set aside for instructional improvement but no actual action plan. Dequin asks if it would be allocating funds towards faculty training to improve student outcome. She suggests online training for those who cannot attend in person training for the sake of time. K. Warren suggest a sub-committee to review the budget to find flexibility to redirect funds towards this and put back to committee for proposal.

E. Cervantes reviews information regarding budget. Budget will be tight. In the past there were positions that were not filled which allowed for extra funds to spend. E. Cerv reviewed Equity budget with positions filled and showed the possible increases year after year. K. Warren asks what the committee thinks about how to look at Equity’s priority. S. Sweeney asks K. Warren if she has a soft figure to work with. Karen reviews the budget and where we could possibly pull money from.

E. Cervantes states that there are two separate thing to look at, the report that needs to go to…..???? and the discussion around budget. Carla makes a suggestion as a place to start. Professional development funds – there is a sub group that is needed to sort out the details and have it done appropriately. Make a proposal of remaining funds that are soft money…E Cervantes asks if we can continue discussion on budget after the integrated plan has been submitted to N. Dequin.

C. Cisneros – revision on integrated plan under Student Equity and Categorical Program.

K. Warren proposes that a sub-committee be created regarding budget. She wants to make this a long term plan. A standing committee, no significant changes would be made to the budget and no

C. Cisneros clarifies that we do not have a budget committee but we do have a committee regarding proposals for budget.

Ed asks that we move forward, we are over time with this category and proposes that we add budget discussion as a different category for next meeting. Committee agrees to continue the discussion at the next meeting.

Moving forward with integrated plan, no need to vote on it from Equity, Senate does need to vote on it.

1. **New Business**
2. **Professional Development Funds Process Workgroup**

E. Cervantes discussed that we do not have a process or a lot of funding for it. He would like to focus on faculty training, would like to talk to Claire Boss about her previous training experience and asks for help.

M. Sanidad asks about the 4 work groups we have listed today and an action plan to move forward. M. Sanidad feels that attending a conference is not worth what is spent to attend. Would like to see people present to our campus right after training or a conference. She would like to have a reporting mechanism back to us and we should make that clear to attendees. Carla would like something tangible, like an information bank that lists the skills or expertise that individuals on campus have so that others can go to them for training. Building a culture of professional development minded people. E. Cervantes will put a call out for people to participate, Carla will connect with the professional development committee.

1. **Old Business**

a. Setting equity goals for analysis & creating a data workgroup – Ed reviews the executive summary outcomes. Ed asks for ideas on how to come up with goals for Access. Ed moves to approve, Carla moves to approve adding .5 to Access. Approved

c. Developing an equity framework/ Principals of Community – tabling for next meeting, presentation will be given by K. Warren

d. Equity meetings set up and triad integration plan meeting ( BSI , SSSP, Equity) – Another Equity sub group is required. Equity and Diversity are essential on our campus, would like to discuss how to put that framework together. Ed discusses changing meetings. He supports Carla’s idea of keeping our Equity meetings every 2 weeks and saving the last 30 minutes to work in the small groups. Ed asks committee how they feel about this meeting structure. Ed moves to vote on the new meeting structure, Carla moves to approve, 1 hour of traditional agenda items and 30 minutes of small group meeting starting the second meeting of October. Sanidad seconds, no abstentions.

1. **Next Steps** 
   1. Review workgroups
   2. Budget Discussions
2. **Adjournment at 3:24 pm by consensus.**