

California Community Colleges Chancellor's Office
Student Equity 2014-15 Expenditure Guidelines
September 2, 2014

Acceptable and Unacceptable Uses of Student Equity Funds for FY 2014-15

Senate Bill 860 (2014) added Education Code Section 78220, which states, "As a condition for receiving Student Success and Support Program funding, and in order to ensure equal educational opportunities and to promote student success for all students, regardless of race, gender, age, disability, or economic circumstances, the governing board of each community college district shall maintain a student equity plan that includes all of the following for each community college in the community college district:

- (1) Campus-based research as to the extent of student equity by gender and for each of the following categories of students:
 - (A) Current or former foster youth.
 - (B) Students with disabilities.
 - (C) Low-income students.
 - (D) Veterans.
 - (E) Students in the following ethnic and racial categories, as they are defined by the United States Census Bureau for the 2010 Census for reporting purposes:
 - i. American Indian or Alaska Native
 - ii. Asian
 - iii. Black or African American
 - iv. Hispanic or Latino
 - v. Native Hawaiian or other Pacific Islander
 - vi. White
 - vii. Some other race
 - viii. More than one race."

Education Code section 78220 *et seq.* and title 5, sections 54220 and 51026 outline the purpose and requirements for student equity programs:

"...to close achievement gaps in access and success in underrepresented student groups, as identified in local student equity plans."

Student Equity Success Indicators as defined in title 5 sections 54220 and 51026, are to measure:

- Access
- Course Completion
- ESL and Basic Skills Completion
- Degree and Certificate Completion
- Transfer

General criteria for expending Student Equity funds:

Expenditures must:

- Be targeted towards the populations, goals and activities prioritized in the college Student Equity Plan as defined in statute and title 5. Targeted populations, goals and activities must be prioritized based on the results of a disproportionate impact study outlined in the Student Equity Plan.
- Meet the purpose, and address the target populations and success indicators of Student Equity as defined in statute and title 5.
- Be necessary and reasonable.

Due to the timing of notice of availability and allocations of funding, Year 1 expenditures may precede the adoption of an approved plan but must be reflected in the plan submitted for approval and in year-end expenditure reports.

Expenditures May Not Be Used for:

- General purposes not prioritized based on the results of a disproportionate impact study outlined in the Student Equity Plan.

Eligible Expenditures and Activities

1. Outreach to potential student groups and communities identified in the equity plan, including targeted publications and outreach materials.
2. Student services and student services categorical programs that directly support improved outcomes on success indicators for target populations prioritized in the Student Equity Plan.
3. Research and evaluation related to improving student equity.
4. Hiring a student equity program coordinator and staff directly supporting and implementing student equity activities.
5. Supporting student equity planning processes.
6. Professional development, including funding of consultants to educate faculty and staff on the effects of inequities; methods for detecting and researching inequities and their effects on college programs and local communities; improving the use of data, and effective practices and methods for addressing and improving outcomes for under-served students.
7. Adapting academic or career related programs and courses to improve student equity outcomes.
8. Providing embedded tutoring, counseling support for learning communities, and other instructional support services that do not generate FTES.
9. In-State travel in support of student equity.
10. Other Direct Student Support including books, miscellaneous supplies and materials for students, student transportation, and child care.

Ineligible Expenditures and Activities

1. Construction -- Student equity funds may not be used for construction work, remodeling, or renovation.
2. Gifts -- Public funds, including student equity funds, may not be used for gifts or monetary awards of any kind.
3. Stipends for Students -- Funds cannot be used to pay stipends to students for participation in student equity activities.
4. Computers, Office Supplies and Furniture – Purchasing computers, office supplies or furniture (desks, chairs, bookcases, etc.) is not allowed.
5. Other Administrative, Faculty or Staff Salaries and Benefits -- Program funds cannot be used to pay for any staff or administrative overhead costs that do not directly support student equity described in the college's approved plan, such as budget office staff, business office staff, etc.
6. Political or Professional Dues, Memberships, or Contributions -- Funds cannot be used for these fees or expenses.
7. Rental of Off-Campus Space -- Use of funds to pay for off-campus space is not allowed.
8. Legal and Audit Expenses -- Program funds may not be used to pay for legal or audit expenses.
9. Indirect Costs -- Program funds may not be used to pay for indirect costs, such as heat, electricity, or janitorial services.
10. Unrelated Travel Costs -- Program funds may not be used for the cost of travel not directly related to student equity activities or functions.
11. Vehicles -- Program funds may not be used to purchase or lease vehicles.
12. Clothing -- Program funds may not be used to purchase clothing such as jackets, sweatshirts, or tee shirts (with the exception of required uniforms for students).
13. Courses -- Program funds may not be used to deliver courses that generate FTES.
14. Unrelated Research -- Institutional research that is not directly related to evaluating or improving student equity outcomes.
15. Supplanting -- Student Equity funding may not be used to supplant general or state categorical (restricted) district funds currently expended on Student Equity activities. Any direct student support provided should supplement, not supplant any services provided to students currently participating in college categorical programs and any other federal, state, and county programs.