



Origination: N/A  
 Last Approved: N/A  
 Last Revised: N/A  
 Next Review: N/A  
 Owner: Academic Senates Academic Senates  
 Policy Area: Chapter 5 Student Services  
 References:

## AP 5300 Student Equity

(Replaces current SBCCD AP 5300)

~~**NOTE:** This procedure is legally required. Local practice may be inserted. The following legal minimums must be included.~~

The colleges of the San Bernardino Community College District are firmly committed to a policy of student equity that promotes equal access to the District's educational opportunities, and remedies achievement gaps for historically disadvantaged groups.

~~The District has a Student Equity Plan. Following approval by the Board of Trustees, the Plan is filed as required with the State Chancellor's Office.~~ Each College of the District shall develop, update, and maintain an effective Student Equity Plan. Following approval by the Board of Trustees, the plan shall be filed as required with the State Chancellor's Office.

~~**NOTE:** Insert local administrative procedures or reference the District's Student Equity Plan. At a minimum the plan must address:~~

- ~~• the active involvement of the groups on campus [local procedure].~~
- ~~• involvement by appropriate people from the community who can articulate the perspective and concerns of historically underrepresented groups.~~
- ~~• campus-based research as to the extent of student equity.~~
- ~~• institutional barriers to equity.~~
- ~~• goals for access, retention, degree and certificate completion, English as a Second Language (ESL) and basic skills completion, and transfer for each historically underrepresented group.~~
- ~~• activities most likely to be effective to attain the goals, including coordination of existing student equity related programs.~~
- ~~• sources of funds for the activities in the plan.~~
- ~~• a schedule and process for evaluation of progress towards the goals.~~
- ~~• an executive summary that describes the groups for whom goals have been set, the goals, the initiatives that the District will undertake to achieve the goals, the resources budgeted for that purpose, and the District officer or employee who can be contacted for further information.~~

~~**NOTE:** The District may reference the Student Equity Plan template available through the State Chancellor's Office.~~

~~**The Student Equity Plan shall be developed, maintained, and updated under the supervision of the [designate position].**~~

• ~~From current SBCCD AP 5300 titled Student Equity~~

~~The colleges of the San Bernardino Community College District are firmly committed to a policy of student equity that excludes any form of discrimination based on race, color, sex, religion, age, handicap or national origin. Further, the colleges are committed to a program of recruitment designed to achieve continued growth in the number of students whose race, sex, age and handicap have been factors, historically, in their under-representation.~~

~~A. The Chief Student Services Officer or designee will be responsible for the program plan and annual reports. The plan shall consider the following actions in fulfilling this objective:~~

- ~~1. Affirmative efforts to search out and contact potential qualified students.~~
- ~~2. Continuous efforts to eliminate hazards (physically and educationally) for physically impaired persons to facilitate their mobility on campus.~~
- ~~3. Experimentation to discover alternate means of evaluating potential student populations.~~
- ~~4. Augmented student financial assistance programs.~~
- ~~5. Improved counseling for all classifications of disadvantaged students.~~

~~B. The plan and subsequent progress reports will include appropriate statistical data.~~

~~1. Student Services~~

- ~~a. **Objective:** It shall be the objective of the colleges that an annual review be made by each program area in Student Services to determine whether any conditions exist contrary to ACR 151. Wherever such conditions are found to exist, affirmative corrective steps will be taken to correct such conditions.~~
- ~~b. **Implementation:** It shall be the responsibility of the Chief Students Services Officer to provide for an annual report by all student services program heads to be submitted to the Student Equity Committee or the Chief Student Services Officer for review and updating. The reports shall include the following information:~~

- ~~1. Objectives of the program, including methods of implementation.~~
- ~~2. Program eligibility requirements.~~
- ~~3. Number and percentage of minority and female program participants.~~
- ~~4. Significant changes made during the year.~~

~~2. Admissions~~

- ~~a. **Objective:** The objective of the colleges shall be that there shall be no de facto discrimination towards male/female, minority and physically impaired applicants in any aspects of the colleges and their programs.~~
- ~~b. **Implementation:** A periodic review of admissions criteria, policies and procedures shall be conducted, and modification shall be made where appropriate. In carrying out these reviews, each segment shall consider the following:~~
  - ~~1. Placement test scores (including their validity for particular groups).~~
  - ~~2. Appropriateness of application filing periods.~~
  - ~~3. Patterns of high school course preparation required and/or recommended for admission and college program prerequisites.~~

4. ~~Community interests that affect college application trends.~~

**3. Financial Aid**

- a. ~~Objective: To provide financial aid to all eligible students in order that they might matriculate through the educational system with more time to concentrate on their educational demands.~~
- b. ~~Implementation: All possible means should be considered to search out those prospective students with financial need and notify them of what type of financial aid is available and how one becomes qualified for such aid.~~

**C. Staff Awareness**

**Programs to Sensitize Faculty and Staff**

- 1. ~~Objective: To sensitize faculty and staff to the special needs and problems of groups which have been historically under-represented in the student body, such as ethnic minorities, women, the elderly and physically impaired.~~
- 2. ~~Implementation: Following assessment of faculty and staff awareness, special programs will be developed, as the need indicates, to acquaint employees of the colleges with problems of under-represented groups.~~

**D. Periodic Review and Evaluation**

- 1. ~~Objective: To assure that student equity efforts by the colleges will receive sustained support.~~
- 2. ~~Implementation: A Student Equity Program Committee at each college will monitor efforts of the colleges to carry out the objectives of this plan. The Committee will be appointed by the President in consultation with the Academic Senate President and will be comprised of two counselors, one student personnel administrator serving as chairperson, the EOPS Director, two faculty members and three students. The Committee will meet periodically to assess the progress of the colleges under its student equity plan and report findings and recommendation to the college community.~~

The plan shall include:

A. Goals, objectives, and key performance indicators for each outcome. Outcomes shall include, at a minimum:

- 1. Access: Successful Enrollment
- 2. Retention: Fall to Spring
- 3. Transfer to a Four-year Institution
- 4. Completion of transfer level math and English
- 5. Earned High School equivalency, noncredit certificate, Chancellor's Office approved credit certificate, associate degree, or, if applicable to the college, a California Community College Bachelor's Degree.

B. Campus-based research using the methodology established pursuant to subdivision (d) of Section 78221 to determine the extent of disproportionate impact in each outcome.

C. Research shall examine each outcome for the following student categories, disaggregated by gender:

- 1. Current or former foster youth
- 2. Students with disabilities
- 3. Low-income students

4. Veterans
5. 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:
  - a. American Indian or Alaska Native
  - b. Asian
  - c. Black or African American
  - d. Hispanic or Latino
  - e. Native Hawaiian or other Pacific Islander
  - f. White
  - g. Some other race
  - h. More than one race
6. Homeless students
7. Lesbian, gay, bisexual, or transgender students
8. Additional categories of students determined by the governing board of the community college district. Research-based services, support, and programs to eliminate barriers to access and academic success of disproportionately impacted groups.

Each college will have a participatory governance committee charged with developing and maintaining the Student Equity Plan. The committee will monitor the planned efforts of the colleges to carry out the objectives of this plan.

The Vice President of Student Services or designee will have administrative oversight of the Equity plan: Duties will include:

- A. Promoting the active involvement of faculty, staff, and students through each campus' shared governance process.
- B. Promoting the involvement by campus and community members who can articulate the perspective and concerns of historically underrepresented groups.
- C. Ensuring the availability of campus-based, equity-related research.
- D. Development of activities and interventions to attain the goals of the plan, including coordination of existing student equity related programs.
- E. Identification of resources to fund these activities.
- F. Development and distribution of a schedule and process for evaluation of progress towards the goals.
- G. Development of an annual executive summary that includes, at a minimum, the Student Equity goals for each required student group, the activities the college will undertake to achieve these goals, and the resources budgeted for these activities.
- H. Maintaining a record of Student Equity expenditures for a minimum of three years.
- I. Assessing the progress made in achieving the identified goals from prior year plans.
- J. Posting the executive summary to the college website.

## References:

Education Code Sections 66030, 66250 et seq., and 72010 et seq.; Title 5 Section 54220

## Attachments:

[AP 5300 Student Equity - Comments](#)  
[AP 5300 Student Equity - Legal Citations](#)  
[AP5300 -OLD.pdf](#)  
[Legal Update 32 Overview Rev. 4-21-18.docx](#)

**Comment** by Allen, Denise: Professor

1/27/2019, 3:10PM EST

Revised as per the college VPSS

**Comment** by Allen, Denise: Professor

2/13/2019, 3:49PM EST

Reviewed and approved by the CHC Ed Policy Committee on 2.13.19.

DRAFT