

Crafton Hills College SEA Committee			Date: September 23, 2024 Time: 3:00 pm- 4:00 pm CCR 233 In-Person
Minutes			
Larry Aycock-A Sara Butler-P Chloe de Los Reyes-P Jimmy Grabow-P LaTasha Hagler-P Claudia Hayton-P	Natalie Lopez-P Ericka Paddock-P Ivan Peña-P Vannesa Ramirez-P Nick Reichert-A	Gio Sosa-P Delmy Spencer-P Diana Vaichis-P Keith Wurtz-P Note taker: Lily Medina	
Guests: Elizabeth Lopez			
TOPIC	DISCUSSION	FUTURE ACTION	
Review of 08-26-24 Meeting Notes Delmy	• Equity Minutes 08-26-24 • Members approved minutes		
Committee Self-Evaluation Results Delmy & Keith	• 23-24 Committee Self-Evaluation • Keith went over the completed evaluation data with members. • 6 Submissions: 3 managers, 2 faculty, 1 classified. • The result “Training or mentoring for you as a committee member” was discussed due to the low rating. • Gio suggested that having a mentor for new members that join the committee to help with questions, concerns, or feedback.		
Equity Champion Nomination Application Update Delmy	• All nominations are due by October 4, 2024. • Diana created the form and email was sent to campus on Friday 9-20-24. The email will be sent again this Friday 9-27-24. • https://rebrand.ly/Equity-Champions-Nomination-Form • Suggested Timeline: ○ 9/20/24-Send out Equity Champions nomination form to campus (open for 2 weeks). ○ 10/04/24-Equity Champions nomination form due date. ○ 10/7/24 thru 10/11/24-Nominees will be notified via email and asked to accept or	Send out reminder email for nomination application Friday 09-27-24. Submit facilities request form to book CCR 233 for Monday 11-18-24 for Equity meeting 3-4 pm. Delmy will create form where members can submit the scores for the nominations.	

	decline their nomination by end of week. The email will include the nomination form(s) submitted for that nominee. If a nominee accepts, they may submit additional evidence for the committee to review. ○ 10/14/24-SEA committee meeting- Work group/subcommittee will need to be confirmed. Diana will have a list of nominees to inform if any SEA committee members will need to be excluded from participating in the work group/subcommittee. ○ 10/14/24-10/18/24-Diana will compile nomination forms and any additional information provided by nominees for work group/subcommittee. ○ 10/21/24-11/15/24-Work group/subcommittee deliberations (4 weeks). Finalists (total of six-2 per category) will need to be selected to be brought to the SEA committee. ○ 11/18/24 & 12/9/24-SEA committee will review and select Equity Champions. • The question was asked how to look at the nominations once they are received to rate them: Should all members of the committee, excluding anyone that is nominated, meet together and review all the nominations together OR Create a subgroup which is a smaller group that meets separately and reviews the nominations together. • All members committed to review the nominations together as a whole group. Each member will review and score all nominations before meeting together as a group. All scores need to be entered and tabulated before meetings to be ready to discuss. • Delmy will work on creating a form where members can submit their scores when reviewing the nominations. • Members agreed to schedule a non-scheduled meeting on November 18, 2024, from 3-4 pm due to holidays on falling on the regular scheduled meetings 11-11-24 & 11-25-24.	Work on award for Equity Champion winner.
--	--	--

Equity Plan Metric Review Diana & Gio	• Metric Update Fall to Spring Persistence • Gio shared document with members and discussed data. • On table 1, the data shows in 2018-2019 black African American students persistence rate was 55.7 % which is lower than any other group. • On table 2, the data shows in 2021-2021 black African American students persistence rate was 58%. Per the data, this group of students are no longer disproportionate impact regarding persistence rate. • Data is showing that we are making great progress. Our intent moving forward is to highlight data on a regular basis and monitor the progress the college is making. • There is a report due in December and would like to take time from here to when the report is due, to look at the data and discuss together.	
Campus Equity Plan Feedback Gio	• The EMP has key results that speak to the specific actions that the college is committed to move forward in actualizing the boarder mission for the college. • The SEAC has agreed to take on a similar approach with the Student Equity Plan. • The plan has key objectives that we want to accomplish. • We have specific actions that we want to review regularly. • Gio will be sharing a template with the actions that have listed responsible role members. They would like the members to offer a brief narrative of any progress you or your team has been able to make in reference to that particular action item. • Gio will have a working document ready by the next meeting on October 14th to share with the members and review. • Delmy will be using this document data/feedback that members add in her report that is due in December.	
Multicultural Workgroups Delmy & Ericka	• Ericka sent an email to the campus about this workgroup for volunteers to join. • Looking at the Multicultural Center at the SSB building. We have some funding to work on the facilities of this center. The goal is that by Fall 2025 we will be able to open this center.	

	The first meeting will be this Friday 09-27-24 on Zoom.	
Resources	2022-2025 CHC Equity Plan Equity Plan Executive Plan SEPI Equity Hubs Design and Structure	
Other		
Adjournment	3:54 pm	
Future Agenda Items: Equity Statement for Charters	- NACCP Research Presentation - Gio - USC Race and Equity - Keith - Streamlining - Delmy - Adult Education Student Parking-Delmy	Update on Multicultural Group. Equity Champion Status. Review New Metric.
Mission Statement: To advance the educational, career, and personal success of our diverse campus community through engagement and learning. Vision: Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting. Values: Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.		

Charge:

The Student Equity and Achievement Committee (SEAC) is charged with developing and overseeing the implementation of the Student Equity Plan for the college. Specifically, the SEA Committee addresses the recruitment, admission, retention, and success of all students, including the development of support services and programs for transitioning students to higher levels of learning.

Preferred Membership:

- At least six managers (including Vice President of Student Services, Vice President of Instruction (co-chair))
- At least six faculty (including a faculty member from Academic Senate, English, mathematics, the Tutoring Center Coordinator, and one counselor)
- At least three classified Senate Representatives
- At least three CSEA Representatives
- At least six Student Senate Appointees or Proxies

Desired Term: Two Semesters (for appointees)

Recommended Representation:

- SAS/EOPS/CARE/CalWORKS/NextUp
- Financial Aid
- Student Life
- Veterans
- Admissions and Records

Norms:

- We will start and end meetings on time.
- We will follow the agenda.
- We will read materials, minutes, etc. and be prepared to discuss at meetings.
- We will listen to our colleagues without interruption and will show mutual respect.
- We will operate on consensus and seek agreements all can “live with.” All points of view will be considered before reaching consensus.
- We will make decisions based on clear information.
- We will bring closure to decisions.
- We will support the committee’s recommendations.
- We will accept the fact that there will be differing opinions and encourage open dialogue and courageous conversations.
- We will use the best interests of our stakeholders (especially students) as the basis for our decision making.
- We will honor brainstorming without being attached to our viewpoint.
- We will give the opportunity for all members to contribute.
- We will be free to speak our minds without fear of consequences.
- We will be transparent with our colleagues and our positions on issues.
- We will identify pending issues, agreements, and action steps at the end of the meetings.
- We will stay focused on topics under the charge of the committee.
- We will report back to and seek input from constituents.