


Crafton Hills College SEA Committee			Date: October 02, 2023 Time: 3:00pm.- 4:00pm. CCR 233 In-Person
Minutes			
Chloe de Los Reyes-P Gwen DiPonio-A Raquel Galvan-A Jimmy Grabow-P LaTasha Hagler-A Claudia Hayton-A Michelle Ly-P	Danielle McCoy-P Enggie Ocampo-P Ericka Paddock-P Ivan Peña-P Nick Reichert-A Jillian Robertson-A Jared Shaw-P	Gio Sosa-P Delmy Spencer-A Diana Vaichis-P Kay Weiss-A Keith Wurtz-P Note taker: Lily Medina	
Guests	Ola Sabawi		
TOPIC	DISCUSSION	FUTURE ACTION	
Review of 9/18/23 Meeting Notes Ivan	Equity Committee Minutes 09-18-23 Members approved minutes.		
LGBTQ+ FAQ Ivan	<ul style="list-style-type: none"> • Creating a FAQ sheet where our community can come together to have a better understanding of these students. • How can students get their preferred name on class rosters and preferred name on student ID? • How do you address students with different pronouns of their choice? • Breanna Andrews runs the CHC Safe Space, she can be good to reach out to her. • Research how other colleges address these FAQs. • Point of contact or a list of Safe Space Allys. • Add Title IX information to the document as well. 		
Enrollment Process Update Diana	<ul style="list-style-type: none"> • We have been working with the Research department to get data on where students are getting lost or dropping out in the enrollment process. • Shared the Fall 2023 to Fall 2022 Matriculation Progression. • In terms of opportunities, between steps 2 and 3, there is an opportunity to do more outreach to these students. • There is a great opportunity to capture these students from steps 2 to 3. Step 2 had 1,641 students, while step 3 went down to 561 students. 		

	<ul style="list-style-type: none"> • Right now, the completion students are working on reaching 237 students to get them to come in and meet with a counselor. • Gio shared he sees value at looking at these data points and looking at the different student DI populations. • Chloe suggested that some students are not computer savvy and that could be a reason why students are dropping off in some steps. • Danielle suggested that students may also drop out once they must go to another website or link to complete their placement test on Web Advisor. • Michelle asked if students could register for classes without meeting with a counselor to complete an education plan. Ivan shared that they could register for classes without their education plan being completed. • Michelle asked if there was a student checklist available for students to have access to on Web Advisor. • Completion Coaches are also reaching out to students who are undecided in a major. They are hosting workshops Hello Major, to help students select a major within the first 15 units. • Enggie asked when Starfish is introduced to students. Ivan shared that a student would use program when meeting with counselors and creating their plan. 	
<p>Summer Bridge Update</p> <p>Ivan & Tesha</p>	<ul style="list-style-type: none"> • Came from the Equity committee, the need to create a more focus effort for the Latinx and African American students. • Last summer the program was launched to pilot the program. • COUN 100 and ENGL 101 were offered in the summer bridge program. • Students were provided with a \$450 stipend, laptop, academic supplies, swag. • Students participated in an orientation, workshops, field trips, and closing ceremony. • The program had an embedded tutor and librarian. • 10 Students enrolled with 100% completion rate; all 10 students have enrolled in the 2023 Fall Semester. • Some challenges faced: registration process and forms required. Permission codes were required as well. • The plan is to run a program open to all students. We will do specific recruitment to the Latinx, African American Students, and EOPS students. • Two weeks ago, the next steps were presented to the Academic Senate. We would like to have 4 cohorts with a total of 8 classes for next summer. Very confident that the program will have more enrollment for next summer. • We would like your input and feedback on the Summer Bridge Program and First Year Experience program. • Looking to hire peer mentors or peer advisors. 	

	<ul style="list-style-type: none"> Feedback provided from Enggie that it would be great to allow all students to apply for the program and not just EOPS students. Summer Bridge 2023 	
Team Building Feedback Delmy	<ul style="list-style-type: none"> In the last school year, it was mentioned maybe doing potlucks once a semester. Karaoke or miniature golf 	
Resources	<ul style="list-style-type: none"> 2022-2025 CHC Equity Plan Equity Plan Executive Plan SEPI Equity Hubs Design and Structure 	
Other		
Adjournment	3:59 pm	
Future Agenda Items: <ul style="list-style-type: none"> Equity Statement for Charters 	<ul style="list-style-type: none"> Enggie suggested adding an agenda item to next meeting to go over the Student Educational Plan, SEP, what factors contribute to the completion or delay of the plan. What steps students need to follow. Tips for students. Cultural factors. Counseling would like data on comprehensive education plans and abbreviated education plans. Review the Key Results from the Educational Master Plan. Look at and review the differences by Ethnicity. 	
<p>Mission Statement: To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p> <p>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.</p> <p>Values: Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>		

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.

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, a Guided Pathways Lead, the Tutoring Center Coordinator, and one counselor)
- At least two classified Senate Representatives
- At least two CSEA Representative
- At least one Student Senate Appointee or Proxy

Term: Two Years (for appointees)

Recommended Representation:

- DSPS/EOPS/CARE/CalWORKS/Guardian Scholars
- 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.