



Crafton Hills College SEA Committee			Minutes	Date: April 15, 2024 Time: 3:00pm.-4:00pm. CCR 233 In-Person
Chloe de Los Reyes-A Gwen DiPonio-A Raquel Galvan-A Jimmy Grabow-A LaTasha Hagler-P Claudia Hayton-A Michelle Ly-A	Danielle McCoy-A Enggie Ocampo-P Ericka Paddock-P Ivan Peña-P Nick Reichert-P Jillian Robertson-A Jared Shaw-A	Gio Sosa-P Delmy Spencer-P Diana Vaichis-P Kay Weiss-P Keith Wurtz-P Note taker: Lily Medina		
Guests				
TOPIC	DISCUSSION		FUTURE ACTION	
Review of 03-04-24 Meeting Notes Delmy	SEAC 03-04-24 Minutes <ul style="list-style-type: none"> Changes were suggested by member Diana Vaichis. Changes have been made by Lily on 04-15-24 to the meeting minutes. 			
Equity Accomplishment Celebration-Review Feedback Delmy	<ul style="list-style-type: none"> Diana completed research and found that there are other colleges that currently have a criterion in place for nominating an Equity Champion. Diana created a form with a rubric rating to share with the committee. Delmy completed a draft document for equity champions as well. Both documents were shared with members to review and to provide feedback. Equity of Champion Award-Spencer Equity Champions Suggested Criteria-Vaichis Feedback: <ul style="list-style-type: none"> ❖ There are some questions that may be hard to provide a rating on the rubric because they may not see the individual in action for each specific question, they may only be able to provide a rating on specific questions only, not all. ❖ An individual may be doing an excellent job on just a few questions/criteria, we need flexibility on the nominations. ❖ Suggestion was made to keep all the questions/criteria, but not require the nominee to have met all the questions. ❖ As far as the timeline, can the nominations be done in the Fall and then an award be given on the Spring in-service day. ❖ Would like to add “These are just guidelines, but not required to submit a nomination.” ❖ Define rubric 1-3: Research Department will provide definition of each rating from 1-3. ❖ Convert both forms into Google Forms to make the documents live to allow edits. 		-Nominations to be done in Fall 2024 and award given in Spring 2025. -Please review both champion award Google Forms and provide feedback for next meeting. - Research Department will provide definition of each rating from 1-3.	

	❖ Award Categories: One individual (faculty or staff). One team. One Student (individual or team).	
Cascade Implementation Timeline Gio	<ul style="list-style-type: none"> • Equity Plan Implementation Timeline • Executive Summary Responsible Parties <p><i>Table for next meeting</i></p>	
ACCJC Mid-Term Report Review Keith	<ul style="list-style-type: none"> • Mid-Term report asks specific questions which are on page 3 with shared document. Keith would like members to review question/section D “What opportunities, changes, or other internal or external factors do you see on the horizon that are likely to affect the context of your self-evaluation and/or comprehensive peer review?” • Members were divided into groups to read the document page 17, section D to make any edits they see fit and then provide evidence/data to support answer. Notes were taken by each group and given to Keith to add to the original document. 	
USC Race and Equity Keith	<ul style="list-style-type: none"> • The first cohort that went through the training have not yet have a full year of grades, this semester they will be able to have a full year of grades. • They have seen course success and have been able to close the gap with the Latinx disproportionate group. • Keith is interested in having a 3rd cohort. • Would this training be available to offer to staff? Keith will talk to USC about this? 	
SEPI In-Person Convening Ivan	<ul style="list-style-type: none"> • Dates: Thursday, April 25 (2-6pm) and Friday, 26th (8am-4pm) • Location: Ontario Airport Hotel • Registration Link: https://bit.ly/sepi2024  <p>2024 SEPI Convening_March 2</p> <ul style="list-style-type: none"> • They have extended the registration deadline, if members would like to register, please visit link. As of now, we have 2 members who are attending from the Equity Committee. 	
Resources	<ul style="list-style-type: none"> • 2022-2025 CHC Equity Plan • Equity Plan Executive Plan • SEPI Equity Hubs Design and Structure 	
Other	<ul style="list-style-type: none"> • Event this Wednesday for AAPI Heritage Month. Zoom seminar with Pat Hayashi, Ericka will share link to campus Tuesday 04-16-24. • GIA reached out to Delmy to represent CHC at the GATES Foundation in Chicago in May. 	

Adjournment	4:00 pm	
Future Agenda Items: <ul style="list-style-type: none"> Equity Statement for Charters 	<ul style="list-style-type: none"> NACCP Research Presentation - Gio USC Race and Equity - Keith Streamlining - Delmy Adult Education Student Parking-Delmy 	
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 Success Plan and 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
- One 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.