

Crafton Hills College

SEA Committee - Minutes

Meeting Details

Date: April 13, 2026

Time: 2:30pm-3:30pm

Location: CCR 233

Acronyms used in this agenda

- SD# = Strategic Direction number(s)
- SEG# = Student Equity Goal number(s)

Members (Attendance)

Enter P (present) or A (absent) in the Attendance column.

Attendance (P/A)	Member	Role / Representation
P	Delmy Spencer	Co-Chair /VP Student Services
P	Keith Wurtz	Co-Chair/VP Instruction
A	Chloe De Los Reyes	Faculty
A	Diana Vaichis	Classified
P	Claudia Hayton	CSEA
A	Ericka Paddock	Manager
A	James Grabow	Faculty
A	Sara Sosa	Faculty
A	Julie McKee	Faculty
A	Sara Butler	Manager
P	Ivan Pena	Manager
A	Gio Sosa	Manager
A	Nikki Baugh	Student Senate Rep
A	Danae Hart	Faculty
P	Elizabeth Lopez	Classified
P	Karen Peterson	Classified
P	Toni Parsons	AD Instructional support
P	Denise Jackson	Faculty
P	Andrew Guevarra	Guest-Faculty

Action Items

Item, presenter, time	Minutes	SD#	SEG#	Proposed action / next steps
Review 03/09/26 Minutes	Minutes approved			

Andrew G: Curriculum Nuggets	• Title 5-Accessible and Equitable Course Outlines Presentation ○ Requesting feedback from SEAC committee. • Title 5 requires equity and accessibility to be embedded into the curriculum approval process. • Why? To close equity gaps • Areas of focus: ○ Student Learning Outcomes ▪ Measurable, Clear and Precise. ○ Course Objectives & Content ○ Course Materials ○ Typical Assignments-high challenge and high support ○ Methods of Evaluation ○ Backwards Design-using revisions as an opportunity. • Universal Design for Learning (UDL) ○ How students engage with material ○ Video, Websites ○ The first step in applying UDL framework is to define a specific, challenging learning goal. Use of AI (bots) ○ How to use it safely ○ Use it for guidance			• Presentation and handbook will be posted to website • Andrew will create short videos to show at department meetings, in-service to help everyone learn requirements for the course outline records. • The goal is to have outcomes that include equity. This can be addressed at the hiring/orientation process along with training for Chairs/Deans. • Look into providing resources by discipline (dept/subjects).
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Item, presenter, time	Minutes	SD#	SEG#	Proposed action / next steps
	○ How do you make it equitable for those who don't know how to use it? ○ Be mindful of your own biases or personal philosophy on the use of AI. • Course Materials • Questions to ask: ○ Do course materials represent diverse representation? ○ Are course materials accessible and ADA compliant ○ Are course materials affordable? ○ Do the course materials engage diverse learners via multiple means of support?			
Priority Registration Application Review	• Program Application			• Review at next meeting • Provide recommendations which will be sent to Enrollment Strategies Committee and then Crafton Council
Participative (Shared) Governance Committee Self-Evaluation	• https://rebrand.ly/Committee-Self-Evaluation • Survey Open until May 11, 2026			• Complete self-evaluation

Item, presenter, time	Minutes	SD#	SEG#	Proposed action / next steps
Resources	• 2022-2025 CHC Equity Plan • Equity Plan Executive Plan • SEPI Equity Hubs Design and Structure			
Adjournment	• 3:29pm			Next Meeting: April 27, 2026
Future Agenda Items • Equity Statement for Charters	• NACCP Research Presentation - Gio • USC Race and Equity - Keith • Priority Registration Rubric Review • Adult Education Student Parking-Delmy			

SEAC Strategies 2025-2026 Committee Accomplishments

Use this section to capture accomplishments discussed during the year.

Topic	SD#	SEG#

College Mission, Vision, and Values

Mission Statement

The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

Vision Statement

To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.

Institutional Values

- **Respect:** To champion active listening and open dialogue within our community.
- **Integrity:** To uphold honesty in our interactions and academic pursuits and maintain community collaboration.
- **Diversity & Inclusion:** To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.
- **Innovation:** To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.
- **Leadership:** To develop and inspire current and future leaders through professional development, mentorship, education, and experience.
- **Sustainability:** To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.
- We will give the opportunity for all members to contribute.
- We will be free to speak our minds without fear of reprisal.
- 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
- We will work to support equity and inclusion in our decision-making

Student Equity Committee 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. In addition, the committee works to promote a welcoming environment through equitable and antiracist practices in all aspects of our work.

Preferred Membership:

- At least six managers (including Vice President of Student Services, Vice President of Instruction (co-chair)
- At least six faculty

- 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
- Ethnic Studies Faculty
- English and math faculty
- Tutoring representative

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 a 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 all members the opportunity 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.