Crafton Hills College SEA Committee Minutes		Date: February 05, 2024 Time: 3:00pm.-4:00pm. Remote-Zoom
Chloe de Los Reyes-A Gwen DiPonio-A Raquel Galvan-A Jimmy Grabow-P LaTesha Hagler-A Claudia Hayton-P Michelle Ly-P	Danielle McCoy-P Enggie Ocampo-P Ericka Paddock-P Ivan Peña-P Vannesa Ramirez-P Nick Reichert-A Jillian Robertson-P 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 11-06-23 Meeting Notes Delmy	SEAC 11-06-23 Minutes -Minutes approved by members.	
Summer Bridge Update Ivan, Tesha, and Kay	-Met with the team last week to discuss the plans for Summer Bridge. We are planning for 2 cohorts taking English and Counseling courses. -One challenge from last time was the recruitment piece. For this time around, recruitment has started already. Last time we started off with students completing the EOPS application and then from there we reached out to students to see if they were interested in the program. This time around, they have created an interest form first and then will follow up with students. The final date will be May 31st to decide if there will be one or two cohorts. -Want to continue to have the embedded tutor but would also like to have a student mentor from last year's program to help recruit students and provide support & encouragement. -Would like weekly meetings with instructors to have check-ins. -Counselors are encouraging brand new students to join this program as they meet with them. -Outreach is also promoting this program through their events. -Kay suggested getting data from the research department. -Still going to do targeted recruitment to the two DI populations, but this year will accept additional students as well.	
Cascade Equity Plan Gio	-Prospect of using Cascade to build the Equity plan into Cascade where it can be reviewed regularly. -Allows us to review the document on a regular basis. Looking at specific objectives and activities that are in the Equity plan. This will decrease the likelihood that we haven't reached certain objectives.	-Gio will show demo of Cascade platform to members at next meeting.

	-Need to be able to access how we are doing on our Equity plan activities/goals. -This will allow the tracking process to be a little easier. -Cascade is a program review platform. -Gio suggested that at the next Equity meeting he can share the Cascade platform with the members. -Delmy suggested to show demo of this software at the next meeting before making a final decision. -Gio will send reports and screenshots for members to review and get an idea of what software looks like before the demo. -If we decide to move forward, then we will create a timeline.	
ACCJC Mid-Term Report Keith	-Report is due October 15th. Taking the approach of going to different committees to get feedback: *Briefly describe major improvements or innovations since the time of the last comprehensive peer review focusing on areas where you institution is excelling or showing significant improvement regarding equitable student outcomes, educational quality, and/or mission fulfillment.* *Achievement gap with transferring to UCs for Latinx students is gone. Extended Cabinet presentation slide deck. *Instructional approach in math that is project based instead of tests or quizzes: Jillian and Brandi's NCORE Proposal to describe. *Streamlining Project-Student Services has looked at services by DI group to close gaps. Delmy will send information. *Eliminated equity gap in ENGL 101: Gio? Kay? Email? Updated COR of ENGL 101 with equity update. Math 110 to add support hours into traditional course. Add the lab into four-hour class COR. Equity updates to COR. * USC Race and Equity training and use of data.	
Compressed Calendar Keith	-The district is looking into making a compressed calendar. Right now, about 67 colleges in the state have a compressed calendar. This would allow students to complete the same number of classes that a full-time student would be able to. This allows flexibility for students. -Keith shared page 5 from handout "Student Success Focused Compressed Calendar Project". Keith shared the different options with members and went over in detail what the calendar would like for the different options. Feedback: -Can the breaks be kept if the 16/16/12 calendar is picked? -Scheduled maintenance, the calendar can cause a problem. -Is it possible to have a soft launch of the compressed calendar? To give students time to adjust to the change. This would also allow for the errors to be fixed or solutions to the problems encountered. -For instructors and students, it can feel overwhelming without breaks. -Will the changes be a problem with financial aid disbursements?	

Sepi Feedback Ivan	-Student Equity Planning Institute: *Meets 1-2 times a month *Upcoming in person convening will be held on April 25 and 26th in Ontario Airport Hotel. Would we like to participate this year? Ivan will send additional information on this event. -SEPI is interested in speaking to our region/college to gather data to see what the colleges are implementing to reach the Equity Plan. As a committee, are we interested in participating in this? We would invite an outsider to the Equity meeting, and they would ask a series of questions. Ivan can get the questions before hand to have an idea of the questions that will be asked? As a committee, it was decided to hold off scheduling this for now, would like to continue to have internal conversations.	-Ivan will send event information for the in person SEPI meeting on April 25-26, 2024.
Resources	• 2022-2025 CHC Equity Plan • Equity Plan Executive Plan • SEPI Equity Hubs Design and Structure	
Other	-Delmy has forwarded an email invitation for Dual Enrollment Workshop on 02-08-24 from 9:00 am to 1:00 pm in the Del Rosa District office for the district. The goal is to bring both colleges together to see what each college is doing for DE. Part of the conversation is going to be a Dual Enrollment Equity plan. If you can attend to provide some feedback. If you need the invitation sent to you, please let Delmy or Keith know.	
Adjournment	3:54 pm	
Future Agenda Items: • Equity Statement for Charters	• NACCP Research Presentation - Gio • USC Race and Equity - Keith • Streamlining - 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.