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| Crafton Hills College SEA Committee | |  | Date: August 26, 2024 Time: 3:00 pm- 4:00 pm CCR 233 In-Person |
| Minutes | | | |
| Sara Butler-P Chloe de Los Reyes-P Gwen DiPonio-A Raquel Galvan-A Jimmy Grabow-P LaTasha Hagler-P Claudia Hayton-P | Danielle McCoy Ericka Paddock-P Ivan Peña-P Vannesa Ramirez-P Nick Reichert-P Jillian Robertson | Gio Sosa-P Delmy Spencer-P Diana Vaichis-P Keith Wurtz-P Note taker: Lily Medina | |
| Guests | | | |
| | TOPIC | DISCUSSION | FUTURE ACTION |
| | Review of 05-06-24 Meeting Notes Delmy | Equity Minutes 05-06-24 Meeting minutes approved by members. | |
| | SEAC Meeting Time Delmy | <ul style="list-style-type: none"> 2nd and 4th Mondays from 3:00-4:00 pm, confirmed by members. | |
| | Institutional Set Standards Keith | <ul style="list-style-type: none"> September 5th from 2:00-5:00 pm at the Roadrunner Café. If you can attend, your participation is appreciated. We will use your conversations with her visit to update the 23-24 data. The meeting will cover the following: <ul style="list-style-type: none"> Hour 1: Understanding the growth mind set in relation to completing the ISER (Institutional Self Evaluation Report) Hour 2: Focused on the how the college uses processes and how Crafton uses data to improve student success. This will also include a review of Crafton’s Institutional Set Standards. Hour 3: Interpreting and applying the standards. ACCJC requires for us to set these standards, there is a set number we are not supposed to go below. If we | |

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| | <p>do go below this bottom number, we need to dedicate money and efforts to raise this. The four measures that are defined by ACCJC are: Course Completion Success Rate, Certificates, Degrees, and Transfer.</p> <ul style="list-style-type: none"> • Keith reviewed the data with members from the CHC 22-23 Institution Set Standards document shared by Keith. Keith explained how the data was disaggregated and allowed members to ask questions. • Keith shared there is not a state standard, the college sets their own standard. <p style="text-align: center;">CHC 22-23 Institution-Set Standards</p> | |
| <p>Equity Champion(s) Application & Rubric Gio & Diana</p> | <ul style="list-style-type: none"> • At the last meeting for the 23-24 school year, members began drafting and putting into a place a process we would follow to nominate candidates for hopefully the Spring 2025 term. We needed to decide what the final form would look like and what the committee would do with the forms once the nominations were received. • Diana shared and reviewed the link for the Equity Champions Nomination Form. Members asked questions about the preview form, gave feedback, and suggestions. Diana took notes of members feedback and edits to make on the form. • Members decided that after Diana makes minor edits, Delmy will start working with Leslie and marketing to start advertising the nomination form to the campus. • Campus email will be sent out on behalf of the committee to give 6 weeks for voting. Once voting is closed, then committee will work together to go through the nominations and select winners before | <p>Diana will request committee self-evaluation forms from Ruby.</p> <p>Delmy will start working with Leslie and marketing to start advertising the nomination form to the campus.</p> |

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| | <p>winter break to have information ready for in-service in January.</p> <ul style="list-style-type: none"> • Diana shared draft rubric with members. Members suggested to add the rubric wording within the application for people to know what will be used to evaluate the nomination forms. | |
| <p>Review Committee Charge and Norms</p> <p>Delmy, Keith, Gio</p> | <ul style="list-style-type: none"> • Members worked together to change the charge and membership. Please see changes below in red font. | |
| <p>Next Steps:</p> | <ul style="list-style-type: none"> • Equity Plan Cascade -Agenda item for next meeting. • Delmy will ask Larry to start participating in these meetings. • Delmy and Keith will take updated charge recommendations to Crafton Council | |
| <p>Resources</p> | <ul style="list-style-type: none"> • 2022-2025 CHC Equity Plan • Equity Plan Executive Plan • SEPI Equity Hubs Design and Structure | |
| <p>Other</p> | | |
| <p>Adjournment</p> | <p>3:58 pm</p> | |
| <p>Future Agenda Items:</p> <ul style="list-style-type: none"> • Equity Statement for Charters | <ul style="list-style-type: none"> • USC Race and Equity - Keith • Streamlining - Delmy • Adult Education Student Parking-Delmy | |
| <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> | | |
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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.

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, ~~a Guided Pathways Lead~~, the Tutoring Center Coordinator, and one counselor)
- At least ~~two~~ three classified Senate Representatives
- ~~One~~ At least three CSEA Representatives
- At least ~~one~~ six Student Senate Appointees or ~~Proxy Proxies~~

Desired Term: Two ~~Years~~ Semesters (for appointees)

Recommended Representation:

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