Santa Ana College: Student Success & Equity Committee Meeting Minutes
Thursday, October 20, 2016
3:00 PM – 4:30 PM

Student Success Philosophy
Work across Santa Ana College to insure that all courses, academic, and student support service needed are available to all students at critical junctures in their completions journey. This requires coordinated college wide efforts to strategically organize assets.

Attendees: Sara Lundquist, Co-Chair; George Sweeney, Co-Chair; Members Maria Aguilar Beltran, Micki Bryant, Monica Bustamante, Xinyi Angela Cheng, Janet Cruz-Teposte, Maria Dela Cruz, Ana Diaz, Mary Huebsch, Shelly Jaffray, Annie Knight, Janice Love, Lynn Marecek, Marty Romero, John Steffens, Jinhee Trone, Whitney Youngren, Kathy Walczak

Handouts: Agenda; Student Success & Equity Committee roster; 3SP Updates; 2015-16 CA Community College Student Equity Allocations; 2016-17 CA Community College Student Equity Allocations; BSI & Professional Development Updates October 2016; Digital Dons Distribution by Cohort; Equity Funding Formula 2016-2017 Comparison; Equity Institute Conference Flyer; SAC Institutional Set Standards for Improvement, January 27, 2015; Student Success & Equity Draft Minutes, September 20, 2016; Statewide Acceleration Conference Flyer; Student Equity Short Report October 2016

I.   **Welcome: Sara Lundquist & George Sweeney, Co-Chairs.**
      Notify Monica Bustamante of any changes to the meeting minutes from September 20, 2016

      a. Approve the minutes.
      b. Review of the College Mission Statement and Feedback.
            1. Will email out the College Mission Statement in order to get Feedback.
      c. Membership Review
            1. What should we look for in Instructional Faculty membership of committee?
                  1. Matthew Beyersdorf, Rachel Sosta or designee.
                  2. Look to others areas: CTE Programs - Allied Health, Human Services and Technology.
                  3. Will be reviewed during next SS&E meeting and then through Academic Senate and then through College Council.

II.   **Action Items from Previous Meetings**
      a. Create a virtual packet with a short summary that will go out after each meeting.
      b. Draft a new framework for the next agenda.
      c. Improve handouts.
      d. One stop shop for Student Success. Continue discussion of proposed changes to Academic Computing Center.
            1. One place that would broker academic success for the campus. Want to create a space where students can be connected to academic services and co-curricular services.
            2. Possible features: Satellite for Learning Center/Group study area

3. Next step: informal meeting to look at other prospective spaces? Previewing idea to Academic Senate?
    1. Micki would like to be part of the task force.
4. Maria Aguilar Beltran– We need to keep accessibility in mind for DSPS students.
e. Optional vs. Required – Need to determine if efforts are harmful to students or if they create barriers.
f. Outreach to Pacific Islanders
    1. Lilia will get more information and data
    2. John sent out emails to 9 students (self-identified) that met the minimum requirements for the Digital Dons Program
    3. Nilo – Can we look at the adult education students?
    4. Next steps: look at feeder populations to see if we are under attending two feeder populations. Continue to work on the in reach.
g. Student Life attendance
h. Complete list of Committee Members

III. **Update/Discussion of Major Student Success & Equity Bodies of Work**
a. Student Success Goals – The IEPI and Institutional Set Standards
    1. Achieving these goals requires transformational goals through the eyes of the students.
    2. When we look at the overall goals, we need to see specifically which students are disproportionally impacted. Is the organization designed to connect students?
        1. Breakdown by category/student demographics – not % as a whole
    3. Two tools going out this week to assist with program review and workshops are being created to share with Faculty (On the Research Website under Research Tools)
        - SEAT (Student Equity Action Tool)
            i. Data can also be shared with students to show success rates.
                1. Possibility: workshops for students so they can be aware of SEAT and how to use it?
            ii. Mary – data is also important for SLO's.
            iii. Please make any suggestions to Research if you see anything you think would help improve SEAT.
        - Degree and Certificates Awarded Tool – Reminder that degrees are not automatically awarded, impacts financial aid.
        - Examples of what SAC data is showing us:
            i. Students appear to have greater course success after using the Learning Center. How many hours are required to impact this?
            ii. Course success in statistics is lower, but twice as many students are now taking this course. In other words, a greater number of students are experiencing success.

b. Integrated Planning for BSI, SSSP, and Student Equity.

1. When you complete the resource allocation request, your request goes live in the winter. Your interest in Equity funding will go through the RARs
   1. Disproportionally impacted populations.
2. We need a subgroup to help prioritize requests for Student Equity and BSI funding.
   1. Please inform us what we should set forward as priorities as priority activities will be those that may be very impactful.

IV. **Additional Topics**
   a. Digital Dons laptop borrowers by cohort
      1. Offering special promotional rate for purchase of laptops as well for faculty and staff.
      2. 71.9% of students who answered Digital Dons survey stated that they did not have a laptop before the program.
   b. Adding seating to Chavez Building and I Building for students.
   c. Adding button to SAC application with link to BOG waiver.

V. **Closing Statements**
   a. **Action items**
      1. Integrating data into SLOs
      2. Need to form a subgroup of SS&E committee after RARs are submitted in order to prioritize requests. Need to send out invitation to prioritization committee
      3. Hope Builders Program.
      4. Equity Institute Conference in November 18-19 in Pomona.
      5. Acceleration Across California Conference in March, 2017 in Sacramento.
      6. One stop shop for Student Services. Continue discussion.
      7. Optional vs. Required
      8. Outreach to Pacific Islanders
      9. Mission Statement
      10. Student Life attendance
      11. Complete list of Committee Members

VI. **Committee Meeting Dates**

Sept. 15, 2016	Feb 16, 2017
Oct. 20, 2016	March 16, 2017
Nov. 17, 2016	April 20, 2017
May 18, 2017	

Santa Ana College Mission Statement

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers, and lifelong intellectual pursuits in a global community.