



**STUDENT SUCCESS AND EQUITY
COUNCIL MEETING
AGENDA
October 9, 2015**

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Date: October 9, 2015
	<input type="checkbox"/>	Product/Project	Starting Time: 9:00 a.m.
	<input type="checkbox"/>	Special	Ending Time: 11:00 a.m.
			Place: AA-140

CHAIR: Interim Superintendent/President,
Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Greg Larson

MEMBERS: Anfinson, Antonecchia, Barton, Baugh,
Bongolan, DeMaris, Diaz, French, Gonzalez, Kahn, Large,
Lawson, Magnuson, Martinez, J. Nelson, W. Nelson, Nunez,
Ramirez, Rodriguez, Romain, Sivert, Snyder, Sosa, Squires,
Stockert, Villalobos, Waite and Weller.

RECORDER: Michelle LaVigueur

<u>Order of Agenda Items</u>	<u>Attachments</u>	<u>Time Allotted</u>
A. <u>MINUTES</u>		
1. Approve minutes of September 25, 2015		
B. <u>ACTION ITEMS/SECOND READING</u>		
C. <u>ACTION ITEMS/FIRST READING</u>		
1. Noncredit Student Success and Support Program Plan 2015-16 – Dean Shayla Sivert		15 minutes
D. <u>INFORMATION/DISCUSSION ITEMS</u>		
1. Student Equity Funding Requests		
i. Family Institute – Dean Shayla Sivert and Guests	Exhibit A	20 minutes
ii. One-on-One Appointment Tutoring –Dean Shayla Sivert	Exhibit B	20 minutes
2. Request to Add Workgroup/Committee to SSEC (AB540/Dream Act) – Dean Jack Kahn and Guests	Exhibit C	20 minutes
3. Review Student Equity Plan and Data – Olga Diaz		25 minutes
4. Instructional Faculty Advising – Olga Diaz		20 minutes
E. <u>OTHER BUSINESS</u>		

Next Meeting: October 23, 2015



**STUDENT SUCCESS AND EQUITY
COUNCIL MEETING
MINUTES
September 25, 2015**

CHAIRS: Interim Superintendent/President,
Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Greg Larson

MEMBERS: Anfinson, Antonecchia, Barton, Baugh, Bongolan,
DeMaris, Diaz, French, Gonzalez, Kahn, Large, Magnuson,
Martinez, Nelson. J, Nelson. W, Nunez, Ramirez, Rodriguez, Sivert,
Snyder, Sosa, Squires, Stockert, Villalobos and Weller.

ABSENT: Lawson, Romain and Waite.

RECORDER: Michelle LaVigueur

GUESTS:

Order of Agenda Items	Attachments	Time Allotted
A. <u>MINUTES</u>		
1. Approval of Minutes for September 11, 2015		
MSC – (Diaz/Sourbeer): The minutes for September 11, 2015 were approved and accepted into the record.		
B. <u>ACTION ITEMS/SECOND READING</u> – None.		
C. <u>ACTION ITEMS/FIRST READING</u> – None.		
D. <u>INFORMATION/DISCUSSION ITEMS</u>		
1. <u>Assign New SSEC Members to Workgroups</u>	Exhibit A	10 minutes
The Council added the following members to Workgroups:		
<ul style="list-style-type: none"> • Matthew Baugh to Access & Outreach • Dean Jack Kahn to Research & Evaluation • Greg Larson to Student Pathways • Jennifer Nelson to Student Pathways • Annette Squires to Retention 		
2. <u>SSSP and SEP End of Year Reports</u>		10 minutes
Olga Diaz reported we are in the process of spending down our rollover funds for the Student Success and Support Program (SSSP) and the Student Equity Plan (SEP). The SSSP report is due on October 30, 2015. This year's version will differ slightly from last year. There will be an opportunity to view a draft of the plan prior to submission at the SSPC on October 14, 2015 and Faculty Senate on October 19, 2015. This plan does not require Governing Board approval. The SEP plan is due on December 18, 2015 and will be a refined version of last year's plan. Our goal is to present the SEP at the December 8, 2015 Governing Board meeting for final approval after it has gone through review at SSPC, SSEC, Faculty Senate and a Governing Board Workshop in October and November 2015. The SSEC Funding Request form is now available on the SSEC website at: http://www2.palomar.edu/pages/ssec/files/2015/09/SSEC-Funding-Request-Form.pdf		
Interim Superintendent/President Gonzales discussed the need to spend down last year's allocation by December 30, 2015. Suggested expenditures included:		
<ul style="list-style-type: none"> • Purchasing banners with SE funds targeting the disproportionate impact groups to emphasize Student Success and Equity • Promoting the Escondido and Camp Pendleton campuses • Purchasing laptops and a laptop cart for disproportional impact groups 		

- Reviewing the Strategic Plan and utilizing the SPPF funds towards one initiative such as hiring a third party to review our website, messaging, marketing strategies and communication
 - Hiring more tutors to assist our students
 - Utilizing student ID cards to track students (CCC apply)
 - Looking into purchasing Starfish
3. Instructional Faculty Advising Update – Olga Diaz 10 minutes
Olga Diaz discussed the purpose of the meetings and reviewed the Instructional Faculty Advising schedule. She will be receiving feedback from faculty, staff and students to create a clear model for faculty advising and counseling. Future meetings will be scheduled in the mornings and afternoons, with video and minutes available after each meeting.
4. Workgroup Meeting - Report out: 90 minutes
- Access and Outreach – Dr. Kendyl Magnuson reported they are focused on Veterans at the Camp Pendleton campus. They discussed increasing the number of Veterans, addressing Accreditation concerns and linking to goals in the Student Equity Plan. Their plan includes:
 - Arranging an administrative field trip to Camp Pendleton to reconfirm our commitment to them
 - Have a family readiness officer to assist current marines
 - Provide an orientation
 - Encompass all of the above into an outreach event
 - Create a Veterans Academy to begin in the summer and link to Summer Bridge
 - Student Pathways – Michelle Barton reported they are working on defining a general pathway from entering college to general areas of study. She discussed linking careers and creating a cohort model.
 - Retention – Dean Brian Stockert reported they discussed early identification of career pathways, tracking students, cohorts, faculty advising, in-reach, training for faculty and staff, working with disproportionately impacted students and IRP.
- E. OTHER BUSINESS
1. Glyn Bongolan suggested the Workgroups go on retreats for more focused work time. Interim President/Superintendent Gonzales suggested the Workgroups could meet in the evenings or the Council meet on Saturdays to complete tasks, if desired.
 2. Interim President/Superintendent Gonzales reported we will be hiring a Counselor with funding split 50/50 between SSSP and SE.

Meeting was adjourned at 11:04 a.m.

Next Meeting: October 9, 2015

Student Success Equity Council REQUEST FOR FUNDING FORM

Primary Contact Person(s): Mireya Gutierrez-Aguero Ext.: 3748

Program/Workgroup/Department(s): Grupo Magnifico

List of Partners/Participants:

Name

Mireya Gutierrez-Aguero	Fabiola Hernandez	Norma Villa	Jack Kahn
Shayla Sivert			

1. Project Title: Family Institute

2. Brief Description of proposed project and issue(s) you plan to address (not to exceed 250 words):

Family Institute is designed to provide our community's Spanish-speaking parents with information and opportunities for discussion with respect to 4 discrete topics: higher education in the US; helping your child with middle school; helping your child with high school; and financial literacy, especially as it relates to education. In contrast to the Tarde de Familia, the Family Institute is conducted in a smaller, more personal classroom setting with an interactive curriculum designed to facilitate discussion.

We help our students and our community by providing information, building networking relationships, and creating safe

3. Identify the proposed target "disproportionate impact" group(s) to be impacted:

- Veterans
- Foster Youth
- African-American
- Latino
- Ages 25-49
- Students with Disabilities

4. Identify the specific goals/activities from SE Plan that you will address:

<http://www2.palomar.edu/pages/ssec/files/2015/09/Student-Equity-Plan-GB-Approved-11.12.14.pdf>

1. Meets Objective C.2.2 of the Student Equity Plan by providing extensive outreach and support to ESL students
 2. Supports Objective C.2.1 in providing visibility to the ESL & TLC programs

5. Describe your proposed intervention strategies/activities:

1. outreach to our Hispanic community
 2. engagement on a more personal level with the purpose of informing and promoting discussion re: issues in education, especially as they affect our Spanish-speaking families
 3. exposure to the kinds of services offered at an institution of higher learning.

Student Success Equity Council

REQUEST FOR FUNDING FORM

6. Describe your implementation timeline:

Last year, we conducted the first of our four-series workshops twice. The first time we had 2 adults show up. The second time we had more than 50.

Our plan for this year is to offer a series of four workshops:

- November 6 -- Higher Education
- December 11 -- Financial Resources for Your Child's Education
- February 19 -- Supporting Your Middle School Student

7. Reference and explain the research studies that support your proposed intervention(s):

Crisp, G. & Nora, A. (2010). Hispanic student success: factors influencing the persistence and transfer decisions of Latino Community College students enrolled in developmental education. *Res. High. Educ*, 51, 175-194.

Gonzalez, J. (2013). Understanding the role of social capital and school structure on Latino Academic success. *LUX: A Journal of Transdisciplinary Writing and REsearch from Claremont Graduate University*, 2, 1-16.

Palomar College (2014). Student Equity Plan.

8. Describe your anticipated outcome(s):

1. Increased engagement between the Hispanic community and their local community college
2. Improved understanding of the financial, academic, and personal resources available to our families and students
3. Increased sense of safety and belonging to the community college campus by our Spanish-speaking community

9. Describe how you plan to evaluate progress toward these outcome(s):

1. end-of-evening evaluation
2. end-of-program evaluation
3. increased numbers of parents and children of parents enrolling in community college courses, including Palomar

10. Identify the evaluation support you anticipate needing from the Institutional Research Office:

1. survey creation
2. ability to track attendees to other Palomar events and course registration

11. Excluding SE and SSSP, identify the available funding resources (sources and amounts) that you will have access to:

None.

Student Success Equity Council

REQUEST FOR FUNDING FORM

Funding Requested from Student Equity:



I have read the Acceptable and Unacceptable Uses of Student Equity Funds for Fiscal Year 2014 – 2015.

Budget Category	Item Description	Quantity Needed	Total Amount
1. Staff			
	Identify pay rate/ hours/benefits <small>(link to Fiscal Services benefits worksheet below): http://www.palomar.edu/fiscal_services/LeftNav/Forms.html</small>		
Hourly Employees	Students = 15 students * \$10/hr * 3.5 hrs/evening * 4 evenings/yr	15	\$ 2,100.00
Classified Staff			
Faculty	Counselors = 2 counselors * \$70/hr * 4 evenings * 2.5 hrs	2	\$ 1,400.00
Consultants			
2. Supplies/Materials			
	Activity Sheets for Children, Notebooks	50	\$ 450.00
3. Equipment			
4. Services			
5. Printing			
	handouts, certificates		\$ 2,000.00
6. Mailing			
7. Travel			
8. Food			
	Snacks & drinks		\$ 1,200.00
9. Facilities Needed			
	janitorial		\$ 200.00
10. Other			

Total Cost of Project:

\$ 7,350.00

Print

Reset

Submit

Student Success Equity Council
REQUEST FOR FUNDING FORM

Primary Contact Person(s): _____ Ext.: _____

Program/Workgroup/Department(s): _____

List of Partners/Participants:

Name

1. Project Title:

2. Brief Description of proposed project and issue(s) you plan to address (not to exceed 250 words):

3. Identify the proposed target “disproportionate impact” group(s) to be impacted:

- Veterans
- Foster Youth
- African-American
- Latino
- Ages 25-49
- Students with Disabilities

4. Identify the specific goals/activities from SE Plan that you will address:

<http://www2.palomar.edu/pages/ssec/files/2015/09/Student-Equity-Plan-GB-Approved-11.12.14.pdf>

5. Describe your proposed intervention strategies/activities:

Student Success Equity Council
REQUEST FOR FUNDING FORM

6. Describe your implementation timeline:

7. Reference and explain the research studies that support your proposed intervention(s):

8. Describe your anticipated outcome(s):

9. Describe how you plan to evaluate progress toward these outcome(s):

10. Identify the evaluation support you anticipate needing from the Institutional Research Office:

11. Excluding SE and SSSP, identify the available funding resources (sources and amounts) that you will have access to:

Student Success Equity Council

REQUEST FOR FUNDING FORM

Funding Requested from Student Equity:

- I have read the Acceptable and Unacceptable Uses of Student Equity Funds for Fiscal Year 2014 – 2015.

Budget Category	Item Description	Quantity Needed	Total Amount
1. Staff	Identify pay rate/ hours/benefits <small>(link to Fiscal Services benefits worksheet below): http://www.palomar.edu/ fiscal_services/LeftNav/Forms.html</small>		
	Hourly Employees		
	Classified Staff		
	Faculty		
	Consultants		
2. Supplies/Materials			
3. Equipment			
4. Services			
5. Printing			
6. Mailing			
7. Travel			
8. Food			
9. Facilities Needed			
10. Other			

Total Cost of Project:

Helpful Terms for a Discussion about Undocumented Students

Undocumented – Term used to describe a person who does not have immigration status. A person who is undocumented may or may not have work authorization and may or may not have had immigration status in the past.

Mixed immigration status family – This term describes a family (nuclear or extended) in which family members do not have the same immigration status. Commonly refers to families in which some but not all members are undocumented.

AB540 – California legislation passed in 2001, which created a mechanism for students who are undocumented to pay “in-state” tuition if they meet specific criteria.

California Dream Act (AB130/131) – California legislation passed in 2012/2013, which created a system for students to receive state-funded and institution-funded financial aid for college.

Deferred Action for Childhood Arrivals (DACA) – A federal program announced on June 15, 2012 which defers deportation and provides work authorization for youth and young adults brought to the United States as children who meet the eligibility criteria. Some young with DACA describe themselves as DACAmented.

Expanded DACA (sometimes called DACA II or new DACA) - An expanded version of DACA announced on November 20, 2014, which broadens the eligibility criteria for DACA applicants. *This program has not been implemented due to pending litigation.*

Deferred Action for Parents of Americans and Lawful Permanent Residents (DAPA) – A deferred action program similar to DACA for parents of U.S. citizens and permanent residents. This program has not been implemented due to pending litigation.

[federal] DREAM Act – Proposed federal legislation that has been introduced in multiple iterations. It would provide a path to a permanent immigration status for youth who pursue a college education or military service.