

MINUTES

August 14, 2014

1:00 P.M.

SSB 414

Attendees:

Title/Role	Name	Present
Chair	Phyllis Braxton	x
Co-Chair	Marcela Hernandez	
AFT Faculty	Casey Hunter	
	Sholeh Khorrooshi	x
Local 721	Glenn Schenk	x
AFT Classified	Sheila Williams	
Teamsters	Rebecca Tillberg	
	Michael Goltermann	x
ASO		
Academic Senate	Adrienne Foster	x
College Council	Fran Leonard	x
Other	Michelle Long-Coffee	x
	Aygemon Boateng	x
	Shalamon Duke	x
	Celena Alcala	x
	Patricia Banday	x
	Eric Ichon	
	Charles "Buck" Stapleton	
	Helen Lin	
	Clare Norris	
President	Nabil Abu-Ghazaleh	x

Committee Co-chairs

Phyllis Braxton (Interim)
Marcela Hernandez

Academic Affairs

Helen Lin

Academic Senate

Adrienne Foster
Casey Hunter

Administration

Celena Alcala
Phyllis Braxton (Interim)
Michael Goltermann
Ken Takeda
Barry Sloan
Bob Sprague
Rebecca Tillberg
Kathy Walton

AFT Classified

Vacant

AFT Faculty

Sholeh Khorrooshi
Charles "Buck" Stapleton

Athletics

Steve Aggers

College Council

Fran Leonard

Counseling

Marcela Hernandez

Distance Learning

Eric Ichon

Financial Aid

Glenn Schenk

Public Relations

Michelle Long-Coffee

Student Services (Trio)

Claudia Velasco

Title V

Mary-Jo Apigo

Westside Extension

Cari Hildebrandt

1. Approval of Minutes – all committee minutes will conform to the standardized short form summary; minutes will be redone to conform to new standard to emphasize action items and final points of the discussion.
2. Approval of Agenda – approved with no changes;
3. New name and charge approved - The President approved official name SEAC and charge –“To optimize transfer rate and successful program completion by preparing SS&SP into the student plans into consideration by the College Council.” There will be an advisory committee to work with SS&SP as mandated by the State Chancellor’s office.
4. Review of Equity Plan – Chair Braxton requested that a workgroup be formed. Transfer and program completion is the goal. Scorecard data will be referenced, together with the evaluation of the achievements of various student populations and recommend action to increase student

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STUDENT EQUITY, ACCESS & COMPLETION (SEAC)

equity. The committee will set policy for success and completion. The co-chairs shall be appointed by vote of the committee with the person receiving the most votes, but the administrative co-chair shall be appointed by the President.

5. Establishment of a workgroup: Schedule of meetings – Support Services can be derived from the targeted group and the funding provided. Foster Youth is one area that students self- identify and the data contained in Cal-Pass is available through Aygemon Boateng for tracking. Financial Aid can also assist in pulling data for that population. Michael Goltermann reported that the district is creating a new classification for Veteran advisors and Educational Benefit certifiers.
6. Review of the draft SSSP plan – The plan can be based on current activities in EOPS/DSPS. We are looking for the gaps in the data in order to develop the plan. A. Boateng distributed hand out. There are five different matrix to examine for Equity: Access, Course Completion, ESL & Basic Skills Completion, Degree/Certification Completion and Transfer. Under access we looked at our enrollment in Fall 08-Fall 13 and the top 30 zip codes were extracted to represent a stable core set of our students. The equity plan recommends that we compare the proportion of students for gender, ethnicity, and age when approaching course completion. Overall the discussion on data usage and how we use the data to manipulate the numbers needed to the proportionality. Scorecard data from Basic Skills completion is based on a cohort in which the numbers are lower based upon the size of the cohort and the goals. Students without an SSN are not computed in the scorecard. Regarding degree completion a student starting at West can go to numerous campuses/universities and take 3 units but they are counted as a West student, it’s where you start. The committee wants to capture all of the students we need to help with raw data to get a true account of the population regarding assistance. The ability to navigate through the pathways is a factor with the combined data. The committee’s goal is to pinpoint the population that needs to be addressed.
7. Summer Bridge Update
8. Other items:

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