

FOOTHILL COLLEGE
Student Equity Workgroup (SEW)
Tuesday, January 12, 2016
MEETING MINUTES

LOCATION: Room 6501
TIME: 1:30 PM – 3:30 PM

ITEMS	TOPICS	LEADERS	EXPECTED OUTCOME
1	Welcome & Introductions	Starer	
2	Approval of Minutes – December 8, 2015	Trichairs	Approval
3	Pathway Guidebooks	Huerta / Fernandez	
4	Updated Funding Request Form	Schultz	Approval
5	Equity Funding Request – DRC	Starer	Approval
6	Professional Development – Frances Kendall	Sias	
7	Book Vouchers	Starer / Truong / Hypolite	
8	KCI – Classes Presentation	Brumbaugh	
9	PaRC Update	LaManque	
10	FYE Update	Fox	
11	Student Equity Plan Subgroups	Starer / LaManque	
12	District Diversity Committee	Fernandez	
13	Hiring Committee Updates	Starer	

MEMBERS PRESENT:

Hilda Fernandez, Andrew LaManque, Pat Hyland, Paul Starer, Roberto Sias, Justin Schultz, Carolyn Holcroft, Adrienne Hypolite, Katie Ha, Liz Leiserson, April Henderson, Micaela Agyare, Scott Lankford, Kimberlee Messina, Michelle Palma, Susie Huerta, Ian Truong, Bill Ziegenhorn, John Fox, Richard Edwards

GUESTS:

Kyle Brumbaugh

(1) WELCOME & INTRODUCTIONS

Paul Starer welcomed all members back for the first Student Equity Workgroup meeting of the Winter 2016 quarter. Members introduced themselves.

(2) APPROVAL OF MINUTES – DECEMBER 8, 2015

The minutes from the December 8, 2015 Student Equity Workgroup meeting were approved by consensus; no changes/revisions were noted.

(3) PATHWAY GUIDEBOOKS

Susie Huerta and Hilda Fernandez presented on their work on the English Accelerated Pathway Guidebook. They noted they are trying to grow this

alternative pathway program, as it is currently in its 3rd pilot year. The traditional pathway for college-level English is ENGL 209 → ENGL 110 → ENGL 1A, which takes 1 academic year to be at college-level; ENGL 1A is also needed for transfer and some degree programs. The alternative pathway is ENGL 1S/T + ENGL 242A/B, which is equivalent to the traditional pathway, but only two terms due to the higher credit commitment. Initial success rates are higher than the traditional pathway, so the pathway instructors want to build off of this success and grow the program.

They noted that several issues have come up and must be addressed in order to successfully grow the program and the use of the alternative pathway:

- It is difficult to meet as a faculty group to discuss curriculum, strengths, weaknesses (either weekly or biweekly)
- As it is a different pathway, faculty must be able to answer logistical questions or students (training is needed)
- There is a constant need for communication and explanation with the students (they need to know the options available to them)
- Having a Pathway Counselor (with specialized knowledge and information) would be helpful; a centralized resource (similar to Puente)

(4) UPDATED FUNDING REQUEST FORM

A revised version of the funding request form was presented, taking into account feedback from the previous Student Equity Workgroup meeting. The main focus was a change to the formatting to make the form easier to follow and including an area for research/evidence to be highlighted. The updated funding request form was approved by consensus; this form will be used for future student equity funding requests/proposals.

LINK: http://www.foothill.edu/president/Equity_Funding_Request_Template-1.doc

(5) EQUITY FUNDING REQUEST

The Disability Resource Center (DRC) is requesting equity-funding for two Education Coach-Interns.

Under the direction of the Dean of Disability Resource Center and Veterans Resource Center, the Educational Coach-Intern will provide individual/group coaching and support for matriculating students with disabilities. He/She will help students achieve successful course completion by coaching students in areas such as time management, organization, executive functioning, self-advocacy and general student success strategies. The Educational Coach-Intern will be part of a team including full time counselors and disability specialists that will pilot Disability Resource Center's Bridge program to support freshmen, first time college students and students identified as "at risk".

In order to improve services and student equity we are requesting the following for the Educational Coach Intern program:

A total of 30 hours per week @ \$25 an hour for Winter & Spring 2016 quarters/total 24 weeks.

The total amount for two graduate level coaches will be \$18,000.

This program was funded via a private donor and has been very successful. Members of SEW asked how this aligns with the mentorship program that is planned via the Student Equity Plan – it was noted that this could serve as a ‘pilot’ for the upcoming campus-wide mentorship efforts. It was also noted that this funding can only be a 1x occurrence (for a TEA), as temporary employees cannot be continually hired and funded (as opposed to creating a permanent position). It was added that this 1 year of funding would allow the program to change what they have been doing and expand their current efforts. Members of the workgroup suggested having the Education Coach-Interns coach others and train other faculty/instructors interested in mentorship – it was also brought up that a presentation at a professional development day would be helpful. Approval to grant the proposal request was reached by consensus, as long as communication back to the Student Equity Workgroup and the campus regarding the success of the program is planned.

LINK: http://www.foothill.edu/president/BSI+SE_Funding_Request_Form_AcademicCoach2015_2016.pdf

(6) PROFESSIONAL DEVELOPMENT – FRANCES KENDALL

Roberto Sias updated the group about the professional development activities scheduled for February 26, 2016 and facilitated by Dr. Frances Kendall. This event is sponsored by the Student Equity Workgroup in collaboration with the Professional Development Committee.

Two workshops are scheduled:

- Morning: *How Who We Are Influences What We Do*
- Afternoon: *Creating An Environment In Which Everyone Has An Opportunity To Thrive*

(7) TEXTBOOK VOUCHERS

Student Equity 2014-15 funds were used to purchase \$70,000 worth of textbook vouchers from the Foothill Bookstore. A smaller group of Student Equity Workgroup members met prior to the winter holidays to discuss an approach for distribution moving forward (specifically for the Winter 2016 quarter). Approximately 50% of the voucher funding was help back for future planning and discussion. Using the remaining amount, an account was set up in the bookstore for students to redeem their vouchers for required textbooks and/or lab materials (up to \$500). 50 vouchers were 'prepared' – 40 went to the neediest students (based on lists from Financial Aid); 10 were reserved for Early Alert students in need. Students falling into the category of having economic need and early alert were deemed the highest priority. So far, 25 students have used the voucher, but only \$8,000 has been spent. It was suggested that moving forward, the voucher emails/notifications be sound out earlier to students. It was agreed that feedback from the Winter 2016 quarter should inform the continued discussion in preparation for Spring 2016.

(8) KCI CLASSES – PRESENTATION

Kyle Brumbaugh, Director, Professional Learning Network for the Krause Center for Innovation (KCI) presented on the various technology courses available at the center. The relevancies of these courses are becoming more apparent due to the increased use of technology in the classroom. This is paired with the observation that many students are still arriving at Foothill College without adequate 'educational' technology skills (e.g. how to properly use the internet, how to properly search). The mission of the KCI is 'Innovate, Educate, Empower' – while primarily focused on working with K-12 educators, many of the courses provide useful training for student skillset development.

LINK: http://www.foothill.edu/president/KCI_Equity_Presentation_Jan2016.pdf

(9) PaRC UPDATE

Members of the Student Equity Workgroup were notified that a revised Mission Statement and EMP Goals + Objectives have been approved by PaRC and are being presented to the Board of Trustees.

Mission Statement LINK: http://www.foothill.edu/president/parc/minutes/parc2015-16/11.18.15/Mission_Statement_Ideas_V7.docx

EMP Goals + Objectives LINK: http://www.foothill.edu/president/parc/minutes/parc2015-16/11.04.15/EMP_Goals+Objectives_Final.pdf

(10) FIRST YEAR EXPERIENCE (FYE) PROGRAM UPDATE

John Fox presented on the student success rates for those involved in the First Year Experience (FYE) program. He noted that improvements were observed across the board from 2014-15. Involvement in FYE includes 1x counseling check-in per quarter and a pairing with a specific librarian. Success rates were as follows: ENGL 209 (66%), ENGL 1S (85%), ART 1 (77%).

LINK: http://www.foothill.edu/president/FYE_Equity_Presentation_Jan2016.pdf

(11) STUDENT EQUITY PLAN SUBGROUPS

It was suggested that the Student Equity Workgroup be broken apart by the five focus areas identified in the Student Equity Plan (course success, access, transfer, basic skills, degree completion). This breakdown will allow for focused efforts on a greater number of initiatives and would get all members of the workgroup involved and facilitate greater collaboration. Members are asked to email Paul Starer what areas they are interested in.

(12) DISTRICT DIVERSITY COMMITTEE

It was noted that the District wants everyone to combine efforts and would like more collaboration with De Anza – this is something that could be

tackled by the Director of Equity Programs, once he/she is in place. Roberto asked if there was any movement with the diversity agenda at the campuses or at the district. It was noted that the conversation has moved such that diversity is covered under equity, as diversity as a stand-alone often defaults to just a discussion of race.

(13) HIRING COMMITTEE UPDATES

Several updates were made regarding the hiring of several of the equity-funded positions:

- Director of Equity Programs: job announcement reviewed, should be posted soon, hiring committee has been formed.
- Administrative Assistant: hiring committee is being formed; job announcement will be posted soon
- Instructional Services Coordinator (Equity): interviews held; final candidate declined offer; hiring committee will be reposting the announcement