



## STUDENT EQUITY & ACHIEVEMENT (SEA) COMMITTEE MEETING

[SEA WEBSITE](#)

Thursday, March 18, 2021

3:00 – 4:30 p.m.

### MINUTES

Due to the COVID-19 crisis, and in compliance with the Governor's Executive Orders N-29-20 and N-33-20, Santa Barbara City College has temporarily moved meetings online.

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**Join Zoom Meeting:**

<https://sbcc.zoom.us/j/91610694377?pwd=OUx4VUIHUKFJVjRUR3V2TFZnOTdDQT09>

**Meeting ID: 916 1069 4377**

**Passcode: 954209**

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**Members in Attendance:** Lydia Aguirre-Fuentes, Co-Chair Paloma Arnold, Roxane Byrne, Cosima Celmayster, Joyce Coleman, Jana Garnett, Vandana Gavaskar, Liz Giles, Pam Guenther, Marit Ter Mate-Martinsen, Elizabeth Imhof, Jens-Uwe Kuhn, Vanessa Pelton, Steve Reed, Kristy Renteria, Co-chair Laurie Vasquez, Sara Volle

**Members Unable to Attend:** Dylan Penglase

**Resources:** Robin Goodnough, Cesar Perfecto

## 1. CALL TO ORDER

### 1.1 Call to Order

*The meeting started at 3:05 p.m.*

## 2. PUBLIC COMMENT

2.1 Public Comment Guidelines - Limited to 2 minutes per speaker to ensure committee has sufficient time to address committee business. Committee will not respond to comments during public comment.

## 3. APPROVAL OF MINUTES

### 3.1 [Minutes, March 4, 2021 - DRAFT](#)

*The minutes were approved for the 3-4-21 meeting.*

## 4. REPORTS

### 4.1 Co-Chairs report

## 5. INFORMATION ITEMS

5.1 In case you missed it - [Presentation \(38:38\)](#), Institutional Effectiveness Committee webinar to discuss what information/data will be used for college and department planning.

5.2 [New report - Recovery with Equity](#), Dr. Lande Ajose, Taskforce Chair and Senior Policy Advisor for Higher Education, Office of the Governor.

This report seeks to address structural issues that have needed attention for a long time, and the realities students and institutions will face on the other side of the pandemic, including what it will take to re-engage those students who have sidelined their academic and career ambitions amid extraordinary stress.

- 4 Guiding principles:
  - Fostering Inclusive Institutions:
  - Streamlining Pathways to Degrees
  - Facilitating Student Transitions
  - Simplifying Supports for Student Stability

### 5.3 Equity Budget Needs (Roxane)

*The budget spreadsheet Roxane Byrne shared with the committee shows:*

- *What Equity is currently working with for the 2020-21 academic year*
- *What their request is going to be*
- *What the variance is*

- *Their rationale*

*DEI budget 4094:*

- *This budget consists primarily of the staff in the Office of Equity, (the Coordinator and Executive Director positions). Regarding the Executive Director position, SEA has committed to paying the base amount that previously paid for the Director position. The additional amount will be paid out of the general fund.*

*Umoja budget 4099:*

- *Includes step increases*
- *Hourly student workers*
- *Going up just under \$5,000 in requests*
- *Ms.Byrne is trying to level out what they need in ongoing funds so they don't have to make one-time requests.*
- *Increase in non-instructional supplies is about \$1,000.*
- *No increase in student travel, but they need to keep Travel & Conference in place because Umoja has several requirements for attending conferences, workshops, and trainings.*
- *Expanding ongoing programming and Umoja Black Excellence Project, which are things they had previously asked for in one-time funding.*
- *Just under \$1400 increase in requests for Umoja.*

*Center for Equity & Social Justice 4100:*

- *Step increase for the SPA in that program.*
- *Decrease in hourly student workers as a result of the new requested position. If they don't get the new position, they'll likely need to revert back to the "normal" amount needed.*
- *Slight increase in non-instructional supplies.*
- *Subscriptions is an area where they consistently have expenses, but they have never had a line item for it. Ms. Byrne noted it would be helpful if they had something dedicated to the subscriptions they utilize in the Center.*
- *Increase request of about \$7500.*

*Food Pantry 4101:*

- *Requesting a new position: an Equity/Basic Needs Office Technician. Note: last year they requested an Equity Office Assistant, which is one level below the Office Technician in costs and responsibility. It was approved by this committee, and then it was put on hold by Pamela Ralston. Ms.Byrne wants to bring this up to a technician position because they are expanding their Food Pantry and Basic Needs programming, and expanding the Center and the space that needs to*

*be supervised. Until now, there has been no dedicated “permanent staff” overseeing the Food Pantry. The Food Pantry has operated on the day-to-day basis with hourly staff and student workers.*

*The rough estimate overall cost, which includes benefits is about \$74,200. This position will eliminate the need for hourly staff, but they will still retain the need for student workers.*

*Note: Co-Chair Arnold believes the total would be closer to \$105,000 with benefits if the person has a family. Mr. Perfecto confirmed that the medical benefits could be anywhere from \$0 to approximately \$23,000.*

- *\$8,000 for campus event programming for hosting workshops throughout the year. This includes CalFresh programming that was put into the Hunger Free campus one-time request last year that was approved.*
- *Total increase is about \$94,300. They are not asking for any one-time funding this year. Last year, they were awarded \$98,257, so Ms. Byrne believes the exchange is pretty comparable.*

*The next spreadsheet Ms. Byrne shared with the committee shows where they are with one-time funding. They couldn't do the vast majority of things they intended to do because of the pandemic.*

- *There were two proposals that were approved. One was the Umoja Black Excellence Project, which SEA had approved for \$49,640. For the year to date, they have only spent \$6300. This is from the beginning of March, so there will be more expenses that aren't showing up yet.*
- *The other was for the Hunger Free campus project in the Food Pantry. They were granted \$47,650, but so far they've spent just under \$13,000, so there is a remainder of about \$35,000.*
- *The emergency aid fund is currently at \$20,000. That money has not been spent yet, but they just hit the final marker with CPC on Tuesday, and are now ready to go. Between now and June 30th, they need to figure out how they want to distribute those funds.*
- *Ms. Byrne would like to request that funding go primarily into direct student aid, in addition to using some of it for another item on the agenda (a conference),*
- *Co-Chair Arnold said that the conversation about the permanent position with Dr. Ralston is not one that was shared with her or Co-Chair Vasquez yet. Ms. Byrne explained that it is very new.*

**Questions, comments and concerns:**

- *Co-Chair Arnold cautioned about approving another permanent position because if SEA is cut again, then there wouldn't be enough money to fund the permanent positions.*
- *Besides the Umoja Black Excellence Project and Hunger Free SBCC, Co-Chair Arnold said there are other areas that were underspent.*
- *Co-Chair Arnold noted that there are savings because people haven't spent as much, and because of that there could be the opportunity to look at funding additional permanent positions. But if that is done, that's the same savings that is being talked about moving over to the emergency aid for students. This is something they'll need to go back and address again with Dr. Ralston. Dr. Ralston had also indicated that she might be open to approving the ACC front office desk position based on the savings, but Co-Chair Arnold is not sure it would be realistic to do both.*
- *The state is trying to maintain the same funding level, but we won't know until the Governor's May budget revise. In the subsequent years after that, Cesar Perfecto thinks the state is not going to be as protected because California will probably not receive federal funding after next year (outside of the pandemic). The governor has indicated that the state is expected to hit a deficit after this next year.*
- *The permanent positions account for about 85% of the SEA budget.*
- *There is additional one-time funding next year because there are unfilled positions. But those three or four positions are basically filled now. Next year, our operating expenses are going to go up, and we won't have as much one-time funding because that money will be spent.*
- *Ms. Byrne clarified that the one "new" position they're asking for is just an upgrade from the new position that was approved last time that ended up not getting filled. She said the difference in cost would be about \$9,000. Though it's a level up, it's not exceptionally higher than what they had asked for last time. It allows that individual to have a little more responsibility over a space.*
  - *They have moved the CESJ where MESA/STEM used to be, and are now front in center in the middle of campus.*
  - *The Umoja Center has moved into their old/new space next to them.*
  - *The Food Pantry is going to be moving to the old ESP/CASA space. With that move, it will vastly expand what can happen inside the Pantry, but also start to include a lot more comprehensive basic needs programming.*
  - *They're hoping to have social services and legal aid support in there*
  - *They're in talks with the Department of Social Services to have a social worker come and do the CalFresh verification on site.*

- *Casey Ysaguirre and Ms. Byrne talked about setting aside emergency student aid in Umoja (not written in the budget yet). Umoja has other emergency aid funds from different sources, but they considered, do they want to make a special emergency aid source inside of Umoja, or do they want to have an Office of Equity emergency aid amount, and one process for requesting that aid? Ms. Byrne is leaving that on the table now for further discussion, and the actual amount of that request. Last year, the small workgroup that got together came up with the total of \$180,000, but the total allocated ended up being \$20,000. Ms. Byrne wanted to bring it to the committee and decide what to prioritize for emergency student aid.*
- *Elizabeth Imhof said that the Equity Office and their needs should be our first priority. Should funds be cut later, then we as a campus need to figure out how to pay for counselors.*
- *Salary steps will be increasing, benefits and retirement will be going up, so what is spent in actual dollar amounts on those positions will be increasing, while what we're getting from the state will be decreasing. We have to be really careful about anything we do moving forward.*
- *At some point, there needs to be a discussion about positions that are being paid out of SEA that aren't really equity positions. Are there other ways to take those positions on, so this money is specifically being spent on what it's supposed to be spent on? The point that makes this challenging now is that the college, with the structural deficit, is not in the position to absorb those positions right now.*
- *When we look at positions, it's not just asking should it be funded by the SEA fund, but the other piece is, how can we focus the role/position to be more equity focused? Mr. Perfecto doesn't want anyone to think we're thinking of cutting this position out of the SEA fund.*
- *We should all be looking at the VfSS and the Equity Plan, and use it as a foundation to how we're serving our students.*
- *How are the people who receive SEA funding making sure they're focusing it on equity work?*
- *Joyce Coleman asked how the employee is evaluated when it comes to equity. And if they're not evaluated, why are they receiving equity funding?*
- *Last year, there was a discussion about the emergency funds being something that the committee would revisit each year, based on additional or one-time funding that we had. Ms. Byrne said it would be wonderful to have a baseline that we knew we could rely on each year.*

*Ms. Arnold said it would be helpful to separate the request for the position from the additional operating expenses Ms. Byrne is*

*requesting. In addition, request what would be the baseline they want for the emergency student funding aside from what they're not spending in the Umoja Black Experience Project and the SBCC Hunger Free Campus Project. Ms. Byrne will create another spreadsheet to bring back to the committee at the next meeting.*

- *Funding for Food Pantry: HEERF can support them temporarily; the Food Pantry did not ask for anything from the list at CPC, because they have another Hunger Free grant from the Chancellor's Office that is providing more than they need at this time for food pantry emergency food distribution and infrastructure. They've also had a CalRecycle grant that they've worked with the Foundation on.*

*Ms. Byrne will come back to the committee with a revised spreadsheet. The Co-Chairs and Ms. Byrne will meet with Dr. Ralston.*

## 6. DISCUSSION ITEMS

### 6.1 [USC Race and Equity Center](#): Equity Now Webinar Series (added)

*Ms. Byrne proposed that the SEC and SEA committee members attend this series, hosted by the Center for Urban Education at USC. They have a group rate - \$400 per person, and then a discount for groups over 10 (and 30 or more are eligible for a discount of 15%). Afterwards, the committee members could come back and meet to discuss ways that they want to move forward and support one another in growing and learning in equity work. The dates are April 8, 15, 22, 29. Co-Chair Arnold wanted to put this out to the committee to see if this is something people would be interested in participating in. Given like what Ms. Byrne said, there are areas that are underspent and we could potentially use some of that to fund the opportunity to go or participate in this webinar series.*

#### **Questions, comments and concerns:**

- *Could some of the individuals in positions that are funded through SEA (but who aren't on the SEA committee) be able to attend, too?*
- *Ms. Byrne pointed out that she hears the committee members often talking about individuals, and individual's knowledge base. She thinks it's more about the position and the function of the role than it is about the person in the role. Some of the challenge is that some of these positions and their functions/objectives are not inherently situated within an equity framework. If there is the opportunity to expand beyond the two operational functioning committees, that would be great.*
- *Co-Chair Vasquez noted that we have two committees that have distinct roles (SEC and SEA), we have multiple activities around equity-focused work. Is everyone clear about what is currently*



*happening on our specific campus, so that we can be clear about the direction we want to go in? Based on the earlier conversation, not knowing what our funding is going to look like, what our priorities are going to be, if we spend money on an activity like this, Co-Chair Vasquez would at least want to make sure the two committees are on the same page, to have that common language.*

- *The SEC has been working diligently on developing a definition of equity, which they hope to bring to this committee and share with other committees for revision/adoption.*
- *If the majority of the members of the two committees could attend this workshop and then create their own fifth session together to really talk about what is the role of SEA, what is the role of SEC, how do we support one another? How do we bridge those communication gaps with one another? What does SEA need in order to be most effective in managing the budget and distributing funds? What does SEA need and vice versa? Ms. Byrne's hope is that this can be both a learning opportunity and a team-building opportunity.*
- *It was noted that if you couldn't make all of the webinar days, you are able to attend later.*
- *Co-Chair Arnold will send an email or Google form out to see who is interested in attending. She asked Ms. Byrne to do the same for the Student Equity Committee.*
- *Ms. Coleman said that we need to commit to coming back and providing a conference or workshop for the campus around the topic. Otherwise, money is just being spent, and not being invested.*

## 6.2 Budget allocation for SEA proposals

*When Mr. Perfecto and Co-Chairs Arnold and Vasquez met with Dr. Ralston a week and a half ago to look at the budget for one-time proposals, here is what they came up with:*

*Total amount not spent from the operational fund and rollovers = \$1.4 million  
minus*

*Total set aside for safety precautions = \$500,000*

***Total potential amount for one-time proposals = \$900,000***

*All of the proposals received total over \$900,000, however Tutoring and ACC Adjuncts are actually accounted for in the operational permanent funding. If those two amounts are removed, the **total amount requested for one-time proposals is \$650,000.***



**Questions, comments, or concerns:**

- *It is most important to look closely at the proposals for an equity focus. To make sure the proposals that we are approving is because they have clearly addressed how they are going to close an equity gap, and addressed how that's going to be measured.*
- *The reason the Tutoring and ACC Adjunct proposals were requested was to make sure that they are equity focused and to confirm the amount of money that is being requested.*
- *If we have enough money that we could fund all of these, but as we're examining the proposals, they do not seem to have an equity focus, are we potentially going to deny them, or are we going to guide people to change their proposals? Co-Chair Vasquez said it was up to the committee to decide what to do.*
- *Dean, Imhof suggested it might be a really great opportunity for some deeper education to talk about what it means to design for equity and not just talk about equity as a potential outcome based on the large numbers of DI populations that happen to be in the study.*
- *Ms. Coleman asked if there is a formative evaluation (every three months) where people come and report on what's happening, and the data is looked at to make sure that the work is being done.*
- *Co-Chair Vasquez wondered if that money could potentially provide funding for people who put in proposals to attend a summer training, and pay them.*
- *Ms. Byrne said this is the time for the committee to be constructive, but also to set the boundaries and say this does not meet the objectives of these funds. If we're asking for a proposal for something that has been going on for years, and there's no shift or change that is being done in the way that it's approaching our DI students, that's the problem.*
- *Co-Chair Arnold said that if the SEA committee is willing to train some of the applicants, it has to be as a committee, not just the Co-Chairs.*
- *Ms. Coleman reiterated the state has entrusted this committee with this funding to ensure that real equity work goes on on our campus.*
- *Pam Guenther suggested doing something that she and others did when they were on another grant committee, which was having a quarterly check-in. Whoever had been given those funds had to provide a written report about the progress on whatever the goals were. They were very specific about the number of words. At the end of the year, they had to do a little bit longer report.*
- *Give the people an opportunity to grow, or they have to go. This is about students and their lives and their livelihoods. It's not about a person's position. If that position is not doing what they need to do, then why are they here?*

- *When Ms. Coleman heard that 40% of our African American students didn't pass classes last semester, she thought, who's responsible for that? What are we doing about that? We can't pass the buck. If we're going to be on this committee, we're going to have to say we need you to do your job. How can we support you to do your job?*
- *Lydia Aguirre-Fuentes said we need to give folks an opportunity to show progression.*
- *It was suggested to do the evaluation or check-ins in pairs and then either come back to report to the whole committee or create a document that everyone can review and read, and provide input to the people we're funding.*

## 7. ACTION ITEMS

7.1 Review and score proposals lines 2 through 9 with equity focus.

### **Questions, comments and concerns:**

- *A few people reached out to Co-Chair Arnold asking for more clarification on how to use the spreadsheets and how it was done last year.*
- *Co-Chair Arnold said at the next meeting the SEA members will need to review all of the applications and then finish the discussion of:*
  - *Are we going to work with applicants that are not strong in focusing on equity initiatives?*
  - *Or are we going to deny them?*
  - *Or are we going to give them a one-year grace period if they've been funded by SEA previously and historically?*
- *What's a better way to set up the spreadsheet so it's easier to evaluate?*
  - *Ms. Byrne found a spreadsheet from last year that's broken down by the rubric, and then you go in and rate each item.*
  - *There were some questions on the rubric that seemed like they should have yes/no answers.*
- *It was decided that Ms. Guenther, and Co-Chairs Vasquez and Arnold would meet to revise the rubric, which would make it more clear for the committee without negatively impacting the applicants.*

### Helpful Links

[Ranking Folder \(including pdf Applications\)](#)

[Spreadsheet of ALL Proposals](#)

[Spreadsheet for Committee Ranking](#)

## 8. ADJOURNMENT

*Co-Chair Arnold told the committee to expect follow-up emails.*

*The meeting ended at 4:39 p.m.*