minutes

Meeting called by: Mayra Padilla

1:00-1:05pm	**Call to Order**	
	Mayra Padilla, Gabriela Segade, Karl Debro, Jason Berner, Rick Ramos, Susan Lee, Judy Flum, Luanna Waters, Najia Azizi, Huong Vu, Kelly Ramos, Nooshi	
1:05-1:10pm	**Approve Agenda & Minutes**	
	Motion Management: Karl	
	Second: Classified Kelly	
	Approved	
	Meeting will now be 230pm-4pm the first Thursday	
1:10-1:30pm	**Review Subcommittee Progress**	**MOU, Application, and Rubric**
		-Presenting the MOU and application to budget committee, but they can come back with the application and ask for revisions
		- it is too soon to have the application woven into this years budget augmentation process
		-equity funds will be coming in June 2015 so we would like to have the applications available before hand for college community
		Tutoring Online Resources
		-emails were sent out to all subcommittees to let them know who they are working with
		- assist with hiring minority retention specialist position. Develop goals and duties for position (e.g. tutoring outreach,

online resources, videos from convocation, etc.)

Professional Development

-Mayra, Sandra, Karl

-2 conferences around equity and adjunct faculty (best practices around target populations) will set up a meeting within in the next week or so, please email if you have ideas

-will update ssc

Tutoring Advisory Committee

- mtg has yet to be scheduled
- -checking in to make sure we are doing what we outlined
- checking in on group tutoring, PLTL, and supplemental instruction
- so far tutoring has tripled FTES since changes

Per Ankh

- cohort working with African American students to be implemented in Fall 2015
- Sherry Sharufa is the lead
- Outreaching and developing plan this semester to roll out in fall

Proud to Be Bilingual

- Jason and Huong
- Need to speak about rubric and application and what measures they will be identifying etc.

Evaluation

- no one signed up
- Mayra will lead

1:30-1:40pm	**Equity Plan Presentations**	Past presentations:
		Classified- Kelly gave update
		Student Services/Counseling- Najia gave update, counselors suggested adding intercession classes, need to look at the calendar as well because at this

		point we wouldn't have enough time for intercession
		Degree Audit: run report to see what classes students need to build schedule, Rick will ask if we have access to this feature yet
		Next presentations:
		Basic Skills (245-4 4th Thursday) next mtg Jan 22nd LA 245pm
		-look at link learning courses with basic skills classes
		Associated Students Union- Luanna will follow up once ASU has set their semester meetings
		Academic Senate- Agustin will present
		Council of Chairs- Agustin will present
1:40-1:55pm	**Discussion on Budget Allocation Application & Rubric Review**	Jason, Karl, and Mayra Present Draft Application and Rubric
		Feedback:
		-Add an area for cross collaboration for campus and community
1:55-2:15pm	**Discussion of Evaluation Measures**	Prep for Greg Stoup's Visit
		Feb 5, 2015
		- Will let him know of the change of days and times
		- Greg will hear about our projects and let us know what measures district can prepare for us and what additional measures we will need to have an evaluator create evaluation instruments to track those measures
2:15-2:25pm	**Round the table**	
2:25-2:30pm	**Closing Thoughts & Next Steps**	Next meeting Feb 5, 2-3:30pm @ LCRC

Action Items:

Judy will get with Brandy and Ed to have a meeting to start the planning for Minority retentions specialist duties and goals

Luanna will get with Kelly or Mayra to prep to present to ASU

Huong will join the TAC

Najia will get with Norma to see if we need to bring Mayra back to counseling meeting

Karl wants AVID added to next agenda and will continue to work with rubric

Jason will continue to work on rubric and will be going to English dept mtg to speak about assessment and placement

Rick will go to Enrollment Management to ask if the ed plan tool can be used to track courses students need and will present with Agustin at Academic Senate