



**Imperial Valley College
Student Success & Equity Committee
Special Meeting
Adopted Minutes**

Tuesday, May 23, 2016
Building 800, Room 806
12:50 P.M. – 1:50 P.M.

Membership:

| | | | |
|---|--|---|---|
| | Administrative Representatives: | | Student Services Program Coordinators: |
| | Sergio Lopez Interim VP Student Services | | Trini Arguelles, Counseling Chair |
| √ | Ted Ceasar, Dean of Counseling | √ | Lilia Sandoval, CalWORKs Coordinator |
| √ | David Zielinski, Dean of Arts and Letters | √ | Norma Nava, DSP&S Director |
| | | | Olga Artech, EOPS Coordinator |
| | Student Success & Support Program Rep.: | √ | Veronica Soto, Transfer Center Director |
| √ | Norma Nunez, SSSP Director (Chair) | | Dolores Diaz, Student Support Services |
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| | Faculty Representatives: | | Consultants: |
| | James Patterson, Professor, English Department | √ | Jose Carrillo, Institutional Researcher |
| | Alex Cozzani, Assoc. Professor, SM&E Department | | Jeff Cantwell, Application Services |
| √ | Alex Garza, Assoc. Professor, ESL Department | | Diana Melissa Barrios, Student Success Specialist |
| | | √ | Lisa Seals, Director of Financial Aid |
| | Faculty Non-Basic Skills Representatives: | | Gloria Carmona, Admissions & Records Director |
| | Andrew Chien, Professor, SM&E Department | | Allyn Leon, Math Professor |
| | Todd Hansink, Professor, Business Department | √ | Martha Garcia, CTE Coordinator |
| | | | Josue Verduzco, Learning Support Services Coordinator |
| | ASG Representative: | | Frank Hoppe, Reference Librarian |
| | Edalaine Joy Tango An | | Ashok Nainpally, Dean of Math & Science |
| √ | Christina Ramirez | | Recorder: Adriana Sano |

A. Call to Order

Chair Nunez called the meeting to order at 12:55 p.m.

B. Approval of Minutes

1. None.

C. Discussion and Information Items

1. Special Reallocation of Funds for Student Equity- Review Requests

- Chair Nunez informed the committee that seven proposals had been received on Friday, May 20, 2016. She explained to the group that each committee member that submitted a request would have five minutes to pitch their proposal.
- A Ranking Spreadsheet was passed out to use in ranking all seven proposals. (Attached)
- The proposals were ranked in the following order:
 - ViaTRON Digitize Microfilm Records
 - Equipment Test Proctoring
 - Embedded Tutor Program Equipment
 - Tutorial Supplies
 - Face-to-Face College Prison Program
 - On Course Program
 - Online Access

- The proposals will be added in order of ranking and combined into one application and submitted to the Chancellor's Office.
- Deadline to submit is Wednesday, May 25, 2016. The funds will be allocated by June 30, 2016, and will need to be spent by December 31, 2016.

D. Action Items

1. None.

E. Adjournment

The meeting adjourned at 1:45 p.m.

| | Purpose | Activity | Disproportionate Impact | Equity Indicator | Amount Requested | Rank |
|---|-------------------------------------|--|---|--|-------------------------|-------------|
| 1 | ViaTRON Digitize Microfilm Records. | These microfilm records are specific to Admission & Records and contain student records dating back to 1962. These are permanent records that we are required by Title V to retain in a digital format. These 279 microfilm rolls are stored off campus and we pay a monthly storage fee. We have copies that we use in our office as needed, however these copies are falling apart due to age and use. It is also very difficult for us to search for a specific student or class. We have to go through rolls of film to find one record. | Veterans and older returning students who are wanting to change careers. | 1) Completing degree or certificate; 2) Increasing transfer success; 3) Increasing access. | \$17,159.00 | |
| 2 | Face-to-face College Prison Program | The college will utilize the funding to cover faculty training, non-teaching faculty program pathway planning expenses, and purchase books for incarcerated students. The activities that will be supported are providing face-to-face instruction to incarcerated students at Centinela State Prison and Calipatria State Prison. | Incarcerated Students. | ACCESS- these students lack access to face-to-face instruction. | \$38,204.00 | |
| 3 | Equipment Test Proctoring | College will use funds to enhance access for DSPS students. The activities to be supported is tutorial sessions in Math Lab and Reading/Writing Lab. Students with low vision need magnification to be able to see the printed math examples or corrections needed to be made on assignments which they are working on. The other activity to be supported is test proctoring in Study skills center in reduced distraction rooms. Currently both labs do not have any magnification equipment for individualized tutorial. Test proctoring requests have increased to a level DSPS TP rooms are not enough to allow for students needing this service at the times their tests are scheduled for. | Students with disabilities, Veterans with Disabilities, Foster Youth with Disabilities. | 1) Access; 2) Basic Skills and 3) Completion Rates. | \$9,003.24 | |
| 4 | On Course Program | Semester long program to build college success skills for returning and at risk students. | Veterans, DSP&S, Foster and Males | 1) Completion; 2) Basic Skills; 3) Transfer; 4) Course and Degrees | \$21,130.66 | |

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| 5 | Tutorial Supplies | Purchase technology and teaching supplies for Learning Services Area to improve tutoring and office efficiency. | Program targets classes with high percentage of disproportionately impacted students. | 1) Completion; 2) Basic Skills; 3)Transfer; 4) Course and Degrees; 5) Access | \$20,558.20 | |
| 6 | Embedded Tutor Program Equipment | Purchase technology equipment necessary to improve embedded tutoring. | Program targets classes with high percentage of disproportionately impacted students. | 1) Completion; 2) Basic Skills; 3)Transfer; 4) Course and Degrees; 5) Access | \$37,332.64 | |
| 7 | Online Access | Purchase equipment to create tutorial videos for students in basic skills and transfer level classes. | Veterans, DSP&S, Foster and Males | 1) Completion; 2) Basic Skills; 3)Transfer; 4) Course and Degrees; 5) Access | \$2,213.97 | |