



**Imperial Valley College  
Student Success & Equity Committee  
Unadopted Minutes**

Tuesday, November 08, 2016  
Board Room, Building 10  
12:50 P.M. – 1:50 P.M.

**Membership:**

	<b>Administrative Representatives:</b>		<b>Student Services Program Coordinators:</b>
√	Martha Garcia VP Student Services		Trini Arguelles, District Counseling Coordinator
	Lennox Johnson, Dean of Counseling		Isabel Sigala, CalWORKs Assessment Coordinator
√	David Zielinski, Dean of Arts and Letters		Lilia Sandoval, CalWORKs Counseling Coordinator
	<b>Student Success &amp; Support Program Rep.:</b>		Norma Nava, DSP&S Director
√	Norma Nunez, SSSP Director (Chair)		Vacant, Transfer Center Director
	<b>Student Equity Representative:</b>		Roxanne Nunez, Special Projects Coordinator
√	Kristen Gomez, Student Equity Coordinator (Co-Chair)		<b>Classified Representative:</b>
	<b>Faculty Representatives:</b>	√	Bettie Montero, Senior Programmer/System Analyst
	Michael Heumann, Professor, English Department		<b>Consultants:</b>
√	Alex Garza, Assoc. Professor, ESL Department		Jose Carrillo, Institutional Researcher
√	Zhong Hu, Math Lab Tutorial Specialist		Jeff Cantwell, Application Services
	<b>Faculty Non-Basic Skills Representatives:</b>		Lisa Seals, Director of Financial Aid
	Andrew Chien, Professor, SM&E Department		Gloria Carmona, Admissions & Records Director
	Todd Hansink, Professor, Business Department	√	Allyn Leon, Math Professor
	<b>ASG Representative:</b>	√	Josue Verduzco, Learning Support Services Coordinator
	Karen Villa		Frank Hoppe, Reference Librarian
	Christine Bermudez		
		√	<b>Recorder:</b> Adriana Sano

Guest in attendance: Jim Fisher, Angie Ruiz, Xochitl Tirado, Jose Plascencia, Olga Artechti

**A. Call to Order**

Chair Nunez called the regular meeting of the Student Success & Equity Committee to order at 12:50 p.m.

**B. Approval of Minutes**

**1. Approval of the October 13, 2016 Minutes.**

M/S/C N. Nunez/Z. Hu to approve the October 11, 2016 Minutes as presented with one correction, Zhong Hu was in attendance at this meeting.  
Motion Carried.

**C. Discussion and Information Items**

**1. Submitted Equity Proposals:**

- Co-Chair Gomez informed the committee that seven project proposal were received. Presentation will take place today with a five minute limit for each proposal.

**a. Peer-Led Team Learning**

**Jim Fisher**

**\$3,255.00**

- Offer a pilot peer-led learning program for Chemistry 100, 200, & 202 in Spring 2017.
- The pilot will provide small group of students 6-8, inquiry-based learning facilitated by a peer who has mastered the material and is reinforcing the class's weekly lesson.

<ul style="list-style-type: none"> <li>• The programs intent is to increase the academic success of students in chemistry courses.</li> <li>• Would like to amend proposal to <b>\$3,964.00</b>.</li> <li>• Study sessions will be held in the 2700 Building and will be coordinating with the Stem Program.</li> </ul>		
<b>b. VITA Tax Program</b>	<b>Angie Ruiz</b>	<b>\$5,636.25</b>
<ul style="list-style-type: none"> <li>• VITA Tax Program provides hands-on tax preparation workshops to IVC students who are low-income, single parents, ESL Learners, and Hispanic.</li> <li>• Students will obtain IRS Certifications and engage in real-life work experience.</li> <li>• Workshops are offered during winter session.</li> <li>• Filed over 100 Returns in Spring 2016.</li> <li>• Tax services are offered for free.</li> </ul>		
<b>c. Acceleration Across CA Conference</b>	<b>Xochitl Tirado</b>	<b>\$6,524.00</b>
<ul style="list-style-type: none"> <li>• Registration for five faculty members to attend “Acceleration Across CA Conference” which hosts workshops on how to create accelerated classes, improve placement and remediation in English/Reading, Math, and ESL.</li> <li>• This is an opportunity to revisit acceleration courses here at IVC, but must begin first with training faculty.</li> <li>• Accelerated courses will allow more students to reach transfer-level English composition and transfer level Math.</li> </ul>		
<b>d. EOPS Access Project</b>	<b>Jose Placencia</b>	<b>\$10,000.00</b>
<ul style="list-style-type: none"> <li>• EOPS Access Project intent is to target foster youth, homeless students, and students who are on probation or parole.</li> <li>• EOPS has stepped up and currently serving 80 students.</li> <li>• Intent is to find a dedicated space to house a food pantry, give access to computers, supplies, gas cards and parking passes.</li> <li>• Chair Nunez requested that further information be provided as to the location of the dedicated space.</li> </ul>		
<b>e. EOPS Special Population Meal Tickets</b>	<b>Jose Placencia</b>	<b>\$12,600.00</b>
<ul style="list-style-type: none"> <li>• Jose Placencia gave a background on services provided to date, these services started with foster youth and homeless students.</li> <li>• Numbers have grown; students are being identified from these special populations.</li> <li>• Asking for funds to cover Winter and Spring to keep funding these students. These services help keep students in classes who would otherwise drop because of their barriers.</li> </ul>		
<b>f. LINC Tutoring Services</b>	<b>Josue Verduzco</b>	<b>\$10,673.18</b>
<ul style="list-style-type: none"> <li>• Began a pilot program with funds received from Student Equity Reallocation Funds.</li> <li>• Plan is to collaborate with EOPS, SSSP, and Veteran Center to target students who are repeating courses.</li> <li>• Plan on working with DE Coordinator to provide Canvas</li> </ul>		

training for students.

- Teaming up with Dr. Fisher to provide PLTL Training.
- Students will be asked to fill out an assessment before and after individual LINC sessions.
- Surveys will be provided to all participating students.

**g. Canvas & NetTutor Help Desk**

**Xochitl Tirado**

**\$3,025.00**

- Asking for funds for a staff development project to provide on-site training for faculty to help with Canvas transition.
- By Spring 2017 all faculty members will be transitioned to Canvas.
- A Project Specialist would be hired and housed in the 2600 building to provide this service.

**E. Action Items**

**1. Prospective Date for Project Scoring:**

**a. Tuesday, November 29, 2016.**

- Co-Chair Gomez is proposing Tuesday, November 29, 2016 during College Hour, location to be determined.
- She would be emailing the proposals to the voting members; scoring rubrics will also be attached.

M/S/C N. Nunez/Z. Hu to approve Special Meeting request to be scheduled on Tuesday, November 29, 2016.

Motion Carried.

**F. Next Scheduled Meeting**

1. Next Scheduled Meeting will take place on Tuesday, February 14, 2017.

**G. Adjournment**

The meeting adjourned at 1:50 p.m.