



## **Title V Advisory Committee Fall 2021 + Leads Check-in**

February 11, 2022

9:00am – 10:30am

Location: Zoom



---

### Mission Statement

Allan Hancock College fosters an educational culture that values equity and diversity and engages students in an inclusive learning environment. We offer pathways that encourage our student population to achieve personal, career, and academic goals through coursework leading to skills building, certificates, associate degrees, and transfer.

#### Mission Statement

---

Allan Hancock College fosters an educational culture that values equity and diversity and engages students in an inclusive learning environment. We offer pathways that encourage our student population to achieve personal, career, and academic goals through coursework leading to skills building, certificates, associate degrees, and transfer.

## MEMBERS

Maria Grando  
Mary Patrick  
Yvonne Teniente  
Benjamin Britten  
Liz West  
Elaine Healy  
Julia Raybould-Rodgers  
Victoria Rivas  
Bryce Miyahara  
Luke Blacquiere

## Standing Invites

Erica Biely  
Cynthia Diaz  
Silvia Gutierrez  
Edianna Ysip  
Cynthia Duenas

## Ex-Officio members

Steve Molina

## Guests

## AGENDA

### Action

1. 1<sup>st</sup> Meeting of Semester 2022 – every 2<sup>nd</sup> Friday from 9-10am
2. Student on committee – please welcome Sydney Lehr
3. Raising Student Tutor Pay to \$17.50/hr
  - a. Idea -Tutor = Student Worker 1, would like to be moved to Student Worker 4 (called “Learning Facilitator”)
  - b. RTH language important
  - c. District budget would need to be augmented (for ARC Tutors, some Math Center Tutors)
  - d. STEM = grant or categorically funded
  - e. MP to consult with RCurry and RRamirez , Tutors removed from SW1, moved to SW4 “Learning Facilitator”
  - f. VR to review RTH’s for retroactive compensation, notify Hanali (and Yvonne)

### Information

1. Recap of last meeting

**Growth mindset + goal setting** to be applied within Embedded Counseling

#### **\*\*How do we address equity in grading?**

- \*Observing timing of quizzes
- \*Observe passing trends based off ethnicity
- \*Observe how many students drop based off timing of assignments and quizzes) (before or after census, etc.)
- \*Student expectations differ from that of instructor

**\*Sharing syllabus and class procedures needs to be conducted multiple times** throughout semester: many students need to struggle before they realize they need to abide by specific class protocols

**\*Using Canvas gradebook consistently and early in semester** helps students stay on track

\*Potentially create Growth Mindset-based assignment that encourages and normalizes students looking at their grade on Canvas (could be separate from final grade)

\*Potentially create low point/extra credit Syllabus quiz

### **Spring 2022 Ideas**

- Counselors conducting pre-survey before 1<sup>st</sup> meeting with students
- English conducted Learning Awareness Survey at beginning of semester
- Idea – Timeline-based goals for students to know what to expect as far as assignments, counselor meetings, exams, etc.

Mission Statement

- Idea – Opted into services until opt-out, (I.e. everyone expected to go to tutoring, milestone assignment can help students see if should continue, etc.)(incentivize this as extra-credit assignment, encourage students to attend outside study session)
- Some type of schedule for faculty to provide consistent treatment (Embedded Tutoring)
- Some student attendance increased to study sessions with Embedded Tutor when extra credit offered
- Helpful to have entire class sign up for tutoring services (with intro about what services offer) at beginning of semester
- Helpful to promote ET services as something entire class is doing together
- Instructor support crucial for ET services and student utilization of such, more consistent method of introducing + incorporating Student Tutor (given time within lecture to speak about topic (tutor notified of this beforehand)); given chance to demonstrate skill in front of class; providing agency and respect (from students) to Tutor
- Promoting “Buddy System” for more than 1 student attending ET services together

#### **Action Ideas**

- These ideas already in ET training (sharing this more than once during semester)
- Potentially conducting mentor meetings
- Or checklists

2. Equity Summit – February 25, 2022 – 8:30am-2:00pm – register at: <https://www.hancockcollege.edu/equity/>
3. Hancock Academy – Faculty-to-faculty Professional Development Network (via Zoom)
  - a. Equity 1 Repeat – March 4, 11, 18, April 1 from 11am-12pm
  - b. Equity 2 (Accessibility in Higher Education) – April 15, 22, 29, May 6 from 10am-11am

#### **Ongoing Items**

4. Adding Checklist to Faculty Stipends
  - a. Student Success checklist/recommendations
5. Creating accountability -- 50% of stipend at beginning of semester, 50% at end for Instructional Faculty only –NO

---

#### Mission Statement

Allan Hancock College fosters an educational culture that values equity and diversity and engages students in an inclusive learning environment. We offer pathways that encourage our student population to achieve personal, career, and academic goals through coursework leading to skills building, certificates, associate degrees, and transfer.

6. Suggestion – 3X per semester, faculty must meet with Lead(English) OR end of semester meeting wrap-ups (added to Timeline)
7. Counselors meet 2-3 times per semester, keep Teams chat
8. Science sent out Google Forms but responses low
9. Helpful to have questions prior (ex: by Week 5)
10. Using Student Success checklist to funnel into questions
11. <sup>st</sup> Meeting – how to utilize ET
12. f questions developed, could do Spring 2022 wrap-up meetings (ADD TO NEXT LEADS AGENDA)
13. **B to create Shared document for Check-ins with Leads + Instructor (have you been contacted by counselor, what are some ways to add agency to Tutor)**

#### Pending/Future Agenda Items

14. Open to suggestions from group

#### TITLE V LEADS MEETING AGENDA

1. **Annual Performance Report – Due 3/18/22 – Please provide brief answers in this document by March 4, 2022:**  
[https://hancockcollege-my.sharepoint.com/:w:/g/personal/maria\\_grando\\_hancockcollege\\_edu/EW9gXc-ab1ZOiamtBAEW2xYB7FvBBs1PWrv4mzhUtYvuUQ?e=sDUU8K](https://hancockcollege-my.sharepoint.com/:w:/g/personal/maria_grando_hancockcollege_edu/EW9gXc-ab1ZOiamtBAEW2xYB7FvBBs1PWrv4mzhUtYvuUQ?e=sDUU8K)
2. Time & Effort reports to begin February 2022 – submit each month – review template and set due dates
3. **Embedded Counseling updates**

#### Mission Statement

---

Allan Hancock College fosters an educational culture that values equity and diversity and engages students in an inclusive learning environment. We offer pathways that encourage our student population to achieve personal, career, and academic goals through coursework leading to skills building, certificates, associate degrees, and transfer.

- 4. Embedded Tutoring Updates**
- 5. Faculty-to-faculty Professional Development**
  - a. Hancock Academy scheduled
- 6. Financial Wellness Initiative**
  - a. Four-hour Student Ambassador training workshop conducted
- 7. English Bootcamp – 10 students, 5 passed Eng 101
- 8. Needs to be planned ASAP if plan to do for Summer 2022
- 9. Next week meeting re: Bootcamp Leads + EB = MG email to LW 24<sup>th</sup> afternoon,

---

#### Mission Statement

Allan Hancock College fosters an educational culture that values equity and diversity and engages students in an inclusive learning environment. We offer pathways that encourage our student population to achieve personal, career, and academic goals through coursework leading to skills building, certificates, associate degrees, and transfer.