



**Classified Senate Meeting**  
**Friday, February 26, 2021 | 3:00pm- 4:00pm, Via Zoom**

**Meeting Agenda**

**Senate Members:**

Dorsie Brooks (CTE Senator)	Lindsay McNutt (Senator at Large)
Liz Caluag (Senator At Large)	Ben Olague (Senator At Large)
Kristen Hill (President's Wing Senator)	Diana Rochat (Senator at Large)
Jessica Jacobs (Student Services Senator)	Pratik Solanki (IT Senator)
Jill Kiefer (Senator at Large)	Sean Suter (Senator at Large)
Linda Kiser (Instructional Wing Senator)	Uyen Tran (Senator at Large)

**Additional Attendees:**

Susie Castellanos-Gaona, Nicki Nguyen, Christy Banales

**Items:**

- 1. Welcome and Call to Order**
- 2. Approve Minutes- 01/29/21** Moved:                      Second:
- 3. SEAP Equity Special Funding Presentation-** Nikki Nguyen and Christy Banales
- 4. Meeting times: Next meeting- move to earlier in the week?**
- 5. Committee Structure Task Force**
  - a. Tri-Chair with a Classified Senate member, VPI, and Academic Senate
    - i. Jessica is P&B rep- Workload?
- 6. President/ Chancellor update**
  - a. President-
    - i. Setting up website for all committee communications to be housed. (since SharePoint is broken)
    - ii. Outcomes from the Spring Retreat-
      1. creating two taskforces
        - a. Strategic Planning- led by Meridith
        - b. Committee Structure- Co – chaired by AS and CS
      2. Master plan almost done- needs sign off from AS, CS, and PB
  - b. Chancellor-
    - i. Working from home after COVID- Talk about equity for employees- ie. Sick with a cold, sick child/parent- Work at home!

- 1. Encouraging Senate President's to speak about some of these issues at DCC so all can hear.
  - ii. Budget
    - 1. Challenged us to come up with small ways to save money.
  - iii. Community College for all-Federal Level
    - 1. Depends on details and who is paying.
- 7. Social Engagement- Spring Calendar**
  - a. Coffee Breaks- 3/17/21 (Green theme)
  - b. Speak up and Be heard workshop-Friday April 16, 21- 12-1pm
  - c. Newsletter- Dorsie/Kristen- March
    - i. Committee Overview- Missions from each committee and who our reps are on them
    - ii. Views from your desk- I got a few pictures from a call I put out last year. - Need more- Please send!
    - iii. Update from President
    - iv. Highlight of employee of the months
    - v. Budget- Maybe I could ask Linda for high level bullet points
    - vi. Calendar of events- I'd like to get our meetings and coffee breaks scheduled
    - vii. The CS brady bunch picture used for our holiday card
- 8. HEDS Survey**
  - a. Waiting on Response Rate so far from Dr. Baeza
  - b. Academic Senate DEI Survey
- 9. Plan for encouraging participation in Senate Meetings**
  - a. Brainstorm Ideas
- 10. Open Forum**
- 11. Adjournment**
  - a. Guided Pathways Presentation next meeting

FYI Documents:

SEAP Documents

3/3/21 Board of Trustees Report

1/29/21 Minutes

**Spring meeting Schedule:**

~~January 15, 2021~~

~~January 29, 2021~~

~~February 12 CANCELLED HOLIDAY~~

February 26, 2021

March 12, 2021

March 26, 2021

April 9, 2021

April 23, 2021

May 7, 2021

May 21, 2021





Student Equity and Achievement  
Program (SEAP) Funds

Request for Proposals (RFP)  
2021-22

Christy Banales  
Nikki Nguyen

# 2021-22 RFP is Now Open!!!



RFP Released February 11, 2021



Due Thursday, March 11, 2021 at 12:00 noon



Visit the SEAP webpage for more information:  
<https://www.goldenwestcollege.edu/student-equity/rfp/index.html>

Everyone  
can apply!

- ▶ The SEAP office welcomes and encourages proposals from faculty, classified, and management in all disciplines with initiatives/projects intended to close equity gaps and address disproportionate impacted (DI) student populations at Golden West College.

# Equity Plan Indicators

**Access** – Successful Enrollment (Enrolled at the same community college within one year of application)

**Retention** – Fall to Spring (Retained from fall to spring at the same college)

**Transfer Math and English** – (Completion & Readiness - within the first year and within the District)

**Vision Goal Completion** – (Earned credit certificate over 18 units, associate degree, CCC bachelor's degree)

**Transfer to a four-year institution**

# Non-Allowable Expenses

1. Gifts

2. Stipends for Students

3. Political Contributions

4. **Direct support for Instructional Courses Generating FTES.** Funds can support activities outside the classroom. This may include guest speakers or supplemental activities that occur beyond classroom time.

5. **Supplanting** (which means using equity funds to cover expenses previously funded by other sources).



# Application Requirements

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COMPLETE RFP  
TEMPLATE



COMPLETE RFP  
BUDGET SHEET



SUBMIT APPLICATION  
ONLINE!

# Submit Research Requests Now!

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Research data requests must be submitted to the Office of Research, Planning, and Institutional Effectiveness via their website:

<https://research.gwchb.net/>

# Q&A Sessions Available

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Date	Time	Zoom Link
<del>Thursday, February 18, 2021</del>	<del>3:00 pm – 4:00 pm</del>	<a href="https://us02web.zoom.us/j/7437415788">https://us02web.zoom.us/j/7437415788</a>
<del>Thursday, February 25, 2021</del>	<del>3:00 pm – 4:00 pm</del>	
<del>Friday, February 26, 2021</del>	<del>9:00 am – 10:00 am</del>	
Thursday, March 4, 2021	3:00 pm – 4:00 pm	
Friday, March 5, 2021	9:00 am – 10:00 am	
Monday, March 8, 2021	4:00 pm – 5:00 pm	



# Proposed SEAP RFP Timeline for 2021-22 Allocations

Deadline	Logistic
February 11, 2021	RFP application opens
March 11, 2021	RFP application deadline (12:00 Noon)
March 12, 2021	Applications are presented to RCC and ratings process begins
March 22, 2021	RCC ratings deadline
March 23, 2021	RCC reviews RFP ratings results and begins allocation recommendation process
April 13, 2021	RCC finalizes RFP allocation recommendations to P&B
April 28, 2021	RCC RFP allocation recommendations presented to P&B
May 12, 2021	P&B finalizes RFP allocation recommendations to College President
May 14, 2021	College President finalizes allocations
May 17, 2021	RFP allocations & rationale are released

# Additional Questions? Contact SEAP

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Dr. Susana Castellanos-Gaona  
[scastellanos-gaona@gwc.cccd.edu](mailto:scastellanos-gaona@gwc.cccd.edu)  
714-892-7711 ext. 55301



Dear Trustees,

A month into the Spring 2021 semester and I, like many, am looking back onto the past year of unprecedented times and am extremely proud of the work that has been done and extremely thankful for my community at GWC and the District as a whole. Having a support structure to commiserate and complain with, as well as collaborate and combine forces with, has been incredible throughout the last year.

I would like to take a moment to express my condolences to our GWC and District and the wider community to all who have lost loved ones to COVID-19. Our minds and hearts are with you all.

Currently, the Classified Senate is working on several important projects:

- Promotion of the HEDS Equity and Inclusion Survey to Classified and encouraging the participation of all GWC Classified Employees. The Classified Senate is committed to Equity and feel that the HEDS survey is an important tool for our District to take a good baseline look at what is happening on our campus and District in order to create strategies for moving forward to create a better culture.
- GWC is currently undergoing a deep dive into the committee structure on campus and how it functions in conjunction with shared governance and oversight. The Classified Senate is participating and helping to lead the facilitation of these discussions. The college is planning on streamlining committees and ensuring that all constituencies are represented in a logical manner on each committee.
- The Classified Senate is continuing its work on engagement among other Classified. We are excited to be partnering with other Senates in the District to provide a "Speak up and Be Heard" professional development to encourage speaking out in different meetings and sharing expertise in constructive ways.

As we move through the Spring semester, it is important to take note of the important lessons, both positive and negative, we have learned from this year of remote work. We have proven that we CAN work from home and provide quality education to our students. Since Equity is always our focus for our students, we must also ensure that Equity is practiced for our employees. Discussions about how the District workforce will progress in the post pandemic world should include conversations about working from home if someone has a cold or has a sick child or parent. Most of us are guilty of coming to work with a cold because we didn't feel "bad enough" to stay home, thus possibly spreading that cold to others. As a collective, it would be better if that person was able to stay home and work, thus not spreading their germs. I will be advocating that this is one of the positive lessons that we take from our year of working at home (or alternately, living at work).

My "Cheers for Peers" this month is for our Campus Life team and our Student Leadership. The Campus Life team has provided our students with a solid platform to interact and support each other, while also exposing them to Leadership skills that will serve them well in school and beyond. Seeing our students engage in so many levels of the organization reminds us all why we have chosen Community College education for our careers.

Thank you,

Dorsie Brooks, Grants Coordinator  
GWC Classified Senate President 2020-2021  
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