



**California Community Colleges
Extended Opportunity Programs & Services Association
Executive Board Meeting Agenda**

Monday, October 21, 2019
8:30 a.m. – 1:00 p.m.

Location: The Riviera Hotel, Palm Springs

Participants: Omar Orihuela, Dr. Fabio Gonzalez (P), Danita Scott (P), Matt Fox (P), Yesenia Balcazar (P), Rejoice Chavira (P), Kintay Johnson (P), Libby Cook (P), Wanda Bynum (P), April Henderson (P), Cesar Flores (P), Tracye Jones (P), Efren Rangel (A), Jennifer Flores (P), Letty Diaz (P), Pamela Brogdon (P), Tracey Hickey (P)

- I Meeting called to order at 8:56 a.m Omar Orihuela
- II Role Call Omar Orihuela
- Region 5 vacant, region 8 Fawn Tanriverdi attended the meeting on behalf of Efren Rangel
- III Approval of Agenda Omar Orihuela
- Revisit who exactly is part of the board. Tracey's position and Pam joins as part of the foundation.
- Motion to approve: Kintay/Libby
- IV Approval of Minutes Omar Orihuela
- Correction: VII. New **Director's** Training typo
- Motion to approve: Letty/Fabio.
- V Public Comments Public/CCCEOPSA Members
- No public comments.

VI Officer's Reports

A. President

Omar Orihuela

1. Omar sent out newsletter last week summarizing the July 15 BOG meeting that Danita and Libby also attended. The meeting is doing the first reading of AB540 updates of EOPS guidelines. One comment stood out regarding AB540 classification was from board member Pam Hayes to ensure that we look at eligibility criteria for EOPS. With AB705 in place wants to ensure that no students are screened out of EOPS due to AB705 update. CO want to talk about eligibility criteria for EOPS and what happened at regional meetings on August 12, 2019. BOG meeting went well.
2. In September. Omar, Danita, Matt and Libby collaborated with CO to support New Director's Training. It seemed that the training was rushed. Two and half day training became a one day training. Important to build mentorship program.
3. On September 4, 2019, board hosted a reception at Ambrosia Restaurant in Sacramento. Received a resolution from Senator Fong, certificate from Speaker Rendon, in attendance included Evan Hawkins, Debbie from FACCC, Assemblymember Jose Medina, a representative from Senator Fong's, Jonathan Lightman, Kelly Gornik, Janet Fulton, Marty Alvarado, Jillian Luis and Mia Kelley. Matt did a presentation on the history of EOPS and plugged in the need of additional funding. Legislative members were thin as they were in session.
4. Attended Consultation Council last Thursday, October 17, 2019. Calbright College is the name of the online college. Omar will get the name of the College President. The college is offering three programs starting with medical coding, an IT course, and cyber security. Not sure if they are actively enrolling students yet. Danita stated that at the last legislative hearing, CalBright College President spoke and they are watching the college very closely. There are questions regarding faculty obligation number and what it means for CalBright, and there is opposition to online college.
5. Been active with the conference planning.

B. Past President's

Fabio Gonzalez

No report.

C. President- Elect

Danita Scott

1. Discussion regarding Sierra College presentation at the New Director's training, Sierra College was brought in to demonstrate how Guided Pathways can work on its own: Best

Practice to have categorial programs report to one director. Sierra College is an example of integrated practices and how to streamline services under a single director.

2. CAFYES update. Last meeting was held sometime last year. CAFYES calendar does not state when next CAFYES meeting will be held. EOPS regional coordinators want to discuss funding formula, but need to meet with Collen as it is not Jillian's perview. Important to discuss the 70% guarantee. John Burton has been added to the advisory committee along with other individuals from Social Services. Danita sat in a meeting regarding Fresh Success. Danita shared that it involves a lot of work to pull down federal funds for a small amount of money.
3. Worked with Rejocie to bring down Laura Rendon's price.
4. At the conference, Libby, Kintay, Danita, and Matt will meet with Ruth Turner about the mentorship program. Danita has sent Ruth the mentorship information and packet, and Ruth will review the information.

D. Vice-President

Matt Fox

1. Discussion regarding New Director's Training and concerns regarding messaging from the CO (focus on guidelines and interpretations of how EOPS views eligibility for perspective students which allows for flexibility to increase for more students.). Also, discussion regarding challenges of new directors who are split up into various roles and feeling the pressure and demands of having to prioritize EOPS funding. How can we as an association equip and support our new directors? When Kelly retired, CO wasn't going to do the training so the association stepped up. This year, CO took back the training and focused more on the review of the regs. However, conversations did not occur between the CO and what the association was going to do. Do we want a bigger role? Suggest that the EOPS New Director's training should be a two day training: CO does the 1st day and EOPS does the 2nd day. How are we providing comprehensive training to new folks? One piece is the New Director's Training and the Spring Training. We need to get traction on the mentorship program.

Action Item: We need to get traction on the mentorship program.

Action Item: Cesar recommended that we need to engage in more dialogues regarding eligibility as it is not a one size fits all for all campuses and what is the direction we want to go as an association to support our new directors.

2. Matt emailed the CO with specific questions regarding the set aside funds. With the set aside funds, the CO can take up to 1 % of the statewide allocation and use to fund Spring Training and the New Director's Training. new dirctors. Wanted clarification on how much the funds are and what can it be used for. Reiterated interest in the mentoring program similar to DSPS. Idea played around with was to get statewide agreement for each school to contribute \$1000. Response from the CO was that they were this to their legal team to determine if mentoring program is an appropriate use of set aside funds. With the funds, we can hire someone or give someone a stipend, as the program will need a part time

coordinator. Until we hear from the CO, we need to decide if we are going to institute the mentoring program and how we will communicate with everyone. Question: How about schools that don't have \$1000?

Action Item: Matt proposed that we discuss the training in general and come up with ideas that we may not have thought about.

3. Discussion regarding growth funds, 5% of funds = \$5 million dollars. Budget committee did not have time to play out through various scenarios. This year we have \$5 million dollars in growth funds. If we fund people at same rate of 90%, there is not enough funds for growth. Do we fund growth at more (currently at 90% = \$900)? We can fund at \$2000. We decided that we keep funding for students at the same level which left 1 million dollars in pool. When that happens the money is evenly distributed among colleges regardless of growth – every school got about \$10,000 along with growth funds. When the formula was run at 95% and 90%, a handful of schools will not be protected by the 95% guarantee for the next 5-7 years due to budget cuts and program changes. Although colleges will get growth money, the funding will incrementally go down. One of the hardest things for new directors to understand is: I grew but I got cut at the same time. New directors may not understand that it is within the context of statewide numbers but not growth of individual campus. Additional training is necessary but can't go in depth at New Director's Training. Definitely need training for statewide stuff.

Action Item: Matt encouraged we share with our respective colleges to contact the CO to walk through the funding formula specific to their college. This will help each college know where they are at with the funding formula.

4. Matt suggested that we have the opportunity to do statewide research using the association website. The website is password protected with a members only section of website. Matt shared that we can embed a google form and collect data that deal with gpa, goals, and background of the students. This is an opportunity to get statewide research as it relates to budget and proposals. CO is not looking for anecdotal evidence, but wants facts, numbers and research.

Action Item: Now that we have a website, discuss what we want to collectively do.

5. Discussion regarding communication and dissemination of information from the CO. We don't get as much general instruction from the CO. When a certain decision is made, we don't get an email, but CO works with each individual college. A general email should go out to the field so everyone is on the same page.

Action Item: Omar will ask Jillian to get guidance to the field regarding AB705.

Action Item: Omar will schedule meeting with Rhonda and Marty to discuss the issues and concerns that were brought up. Biggest concern is NextUP and how it is treated differently.

E. Treasurer's Report

Yesenia Balcazar

1. The original account was closed. The new account is a business account. This makes it easier to make payments for purchases.

Balance on the account is \$588,143.

Foundation balance is \$20,850.

CD balance is \$99,963

572 have paid for the conference. There will be onsite registration. Last year, we made \$351, 840. As of today, we have \$351,845 and we will surpass last year's conference revenue. This does not take into account the vendor registration fees.

Shout out to Tracey as we saved money from not using Event brite. Tracey has been very prompt in responding to emails. We will also have google card square readers to use for payments.

F. Mentoring Program for new EOPS directors

Omar Orihuela

One year ago, met with Lucinda Aborn, retired DSPS Coordinator who coordinated the mentoring program for DSPS. Lucinda shared the proposal she submitted which involves a canvas course and a series of events that is done throughout the year. Before the spring training, there is a social event for the new directors. Each mentor got a stipend of \$900.00.

It is justifiable expense that with four to five face to face meetings per year, regular email communication and and phone conversations, we need \$100, 000 per year to run a mentoring program. Need a commitment from each school for a \$1000.00

Danita has spoken to Ruth Turner, recent retiree and she wants to have a conversation regarding the mentoring program at the conference.

Action item: Omar will speak with CO to find how they are spending the set aside funds.

G. Legislative Updates

Evan Hawkins/Sidalia King

1. Updates from last Budget cycle was provided. Advocated for additional \$10 million dollars for EOPS. At Lobby Day made pitch within committee hearings and drafted a letter adovcocating for it till the end. Governor's budget proposal has EOPS receiving a cost of living increase, 3.26%, around \$4.5 million dollars in final budget. Did not receive the full \$10 million dollars so will make an ask within the CO budget requesting the money on behalf of EOPS. CO did not have the \$10 million included but had a \$ 3 million dollar increase in their proposal.

Action Item: Need to meet before January to discuss strategy for next year for overall funding conversation. Do we continue with same ask for the same amount or use a different approach?

2. CO would like to see \$3 million in the budget. CO will put in legislative request to Dept of Finance to be included in January budget proposal that the Gov releases. Number of augmentation includes \$76 million to support faculty to increase diversity which FACCC supports. Within the entire ask, \$3 million dollars more for EOPS. Ideally, Gov will include an augmentation. FACCC will negotiate the best deal in the process.
3. At a place where amount of revenue maxed out. Been a number of years where the budget got larger, prop 98 funding got larger, but the economy is not growing as much , and there are concerns of an upcoming recession which changes the dynamics of the conversations. There are major expenditures in system, CalBright \$140 million, 2nd year of the College Promise Program is at \$40 million, and the funding formula is underfunded. From the CO perspective it is getting more expensive.
4. The COLA increase is beneficial but work needs to be done to get to the \$10 million dollar amount. We need to think of different ways to get there and what approach to take.

Action Item: Evan will have conversations with Sidalia and EOPS leadership on what to look for and best path forward.

5. In January, the budget proposal comes out. Will meet with stakeholder groups to collaborate and get on the same ask. Will meet with legislators and Dept. of Finance. Sidalia is trying to get a head start with advocacy work to be successful. This will be a unique budget year with less money.
6. PPIC group is currently doing research on EOPS and has reached out to Omar. It is important to be part of the conversation. The perspective from Senator Robb, Chair of Senate Budget Sub Committee on Higher Education is that EOPS is a great investment and doing great work. He sees it locally within his district, having data to prove it. Data will make it more persuasive in the State Capital. CO also doing research and has reached out to RP group.
7. Statewide survey is beneficial. We need a better sense of where many programs are locally and statewide argument from that can be effective. EOPS has a unique constituency and use the data for advocacy. EOPS is a great investment, but need data to prove argument, show significant impact. Data can be used fro Lobby Day.

Action item: Omar will follow up with Danita, Matt and Sidalia and have a conversation about collecting the data.

Action Item: Evan will connect with Omar mid November and talk about approach for next year.

VII Old Business

A. Association Website

Tracey Hickey

1. Tracey provided updates on the website since it was launched. Tracey played a bigger role than anticipated with the conference registration. Tracey took care of all the troubleshooting with issues regarding the registration process.

Action Item: New Director's Training powerpoint need to be added to members area; 2019 scholarship recipients will be added once get info sent through. Alumni page only has Kintay and Stephanie, need to get alumni that have details and add to page. Add conference workshop powerpoints to member section (get presenters to send in powerpoints who are presenting workshops). Need to update links to CO website. Rejoice needs to give Tracey meeting minutes. Will update social media pages as college send it in. Will add Omar's newsletter.

2. Tracey will be on medical leave for six weeks at the end of the year. Tracey requested that we look at the website and update links and make any revisions before she goes on leave.

3. Call to Action page, do we need it or do we want to change the content and make it relevant to issues? Due to changes over time, who will look at what goes on that page and keep it updated? Tracey needs to know what content will be on that page.

4. Discussion regarding Tracey's contract. Will discuss at closed session.

5. Suggestion to include CO forms such as budget report forms on website.

Action Item: Jillian will send forms to association. Jillian is trying to make the forms accessible

VIII. Chancellor's Office Updates

Jillian Luis/Rhonda Mohr

1. Jillian want to leave it open for questions and discussions- will give updates during CO session at the conference.

2. The CO website is difficult to access and is a sticking point in the field. The goal of the website transition is for legal compliance and make it accessible. 99% of categorical programs are not accessible and out of compliance with state law. Legislation took effect July 1 to take everything out that was not accessible. CO communications team

researched that majority of website was used by students who were trying to find information on college program degrees. The transition of the website is based on student traffic. Website will be student centered. Forms, allocations, and powerpoint presentations can be posted on association web site.

3. Rhonda stated that there is a web page that you could post documents, but need to make accessible. FA used set aside funds and hired a consultant to make documents accessible so can post documents to FA web page. Web page needs to be ADA accessible. New state law that state agencies and state funded organizations need to follow federal law for accessibility.
4. Jillian stated that one who is visually impaired need screen readers to access powerpoints that were on the website.
5. Fabio suggested that he get a copy of EOPS folder and develop repository to keep records. Fabio can create google docs and share files. There is a lot of history on the previous EOPS website. Jillian stated that all EOPS information is on a USB drive, but can't share the information until it is ADA accessible

Action Item: Jillian will look at set aside funds to hire consultant and set priority of forms and make it accessible. Jillian will send out EOPS handbook with one regulatory change to bring into compliance with AB540.

6. Update on AB540 regulations. Legal team reviewed Title V regs for EOPS and noticed that under eligibility section, "be a CA resident " to be eligible for the program is not in line with law passed years ago. Legally a college could deny AB540 access to EOPS based on Title V regulations "be a CA resident." CO consulted with regional coordinators and it was important to make the change. Make it part of Title V regs so don't be challenged. Went to BOG and passed with no concerns.

Action Item: Jillian will send updated accessible regulations and when the change is made, she will send updated version.

7. Working on BOG resolution in recognizing 50 years of EOPS. Communications team working on it.
8. Attended 50 year reception in Sacramento. It was very inspiring.
9. Jillian will be on maternity leave in January. She is working with a team member who will handle mid year allocations.

10. Jillian shared the regional programmatic support structure currently in place at the CO. Team of categorical specialists who are cross trained in EOPS and able to answer questions. Imperial Valley and Desert will be reassigned to other program support.
11. Regional coordinators meeting in January will be done with Mia and Rhonda.
12. Appreciated the support of the association with the New Director's training in September. Matt, Omar, Danita, and Libby answered questions from a different lens at the director's panel at the end of the day. It was a positive experience and Jillian learned a lot of what she didn't know. Shared practices from colleges and gave a well rounded responses to questions. Jillian received positive feedback and appreciated panel of experienced directors. One of the feedback was that the training was too short. Will consider a webinar format so anybody can access the training. Jillian is going through Title 5 regulations looking for actual rules that folks can reference. Folks want case studies, real situations for areas where it is unclear what the answer is. Next year format will change to allow more time to engage with other directors and make it more meaningful.
13. Discussion regarding membership concern about opening Title V or making changes. Request was made for Rhonda to talk about what it means when a change is implemented, what are the steps go through and what are the risks that slip something in and do X-Y-Z. Rhonda will address this during her scheduled 10 minute block on Wednesday. Rhonda stated that if there is a fear that CO is trying to sneak something in, it is the perception but not the intention. CO does not espouse behavior that would not be in collaboration with the association. For any changes to be made, it has to go through a formal consultation council. If any changes go through, it must get public comments. Rhonda assured that Title V and EOPS stands on strength of language and not open for interpretation.
14. Fabio shared the importance of communication between the CO and the association. If an issue comes up locally and the guidelines are vague and not specific and left for interpretation, it important that the CO and association work together before anything is released. It is important the the CO and the association be on the same page . The association can provide input on what we think the practice is before the message goes out.

VII Old Business continued

B. 2019 Fall Conference Update

Omar/Yesenia/Rejoice

1. 572 paid registrations, 600 total conference registrations.

2. Conference registration opened July 1. There were glitches due to issues with rooms at the Riviera Palm Springs. Riviera holds 395 rooms, contracted with Doubletree, 40 + 60 = 100. In August, because of rain, 45 rooms were damaged and unrentable, move 45 people to Staybridge Hotel, Riviera will pay for one night, and credit of \$8000 to the association.
3. Reviewed conference agenda. Rhonda Mohr wants to do commitment message after scholarship award ceremony due to what happened last year. Wants to reiterate commitment to EOPS. Will add History of EOPS presentation.
4. Letty provided update on Whova App. Letty will announce the use of the Whova App at the beginning of the conference. Majority of attendees wanted a hard cover of the conference program. Do we want to continue with the Whova App next year? We will have access to the conference information for the next couple of months.
5. Augustin Orozco will get things decorated in the main conference room. Fire dance will perform at the President's reception.
6. Resolution from Sen. Rendon and Assemblymember Lorena Gonzalez will be presented.
7. Wine and cheese reception for foundation will be in President's Suite on Wednesday.
8. Hot topics to discuss: Is there an issue on your campus with fees being paid for by EOPS? What kind of data are you keeping? The Association is interested in collecting data. If something is sent to you, will you commit to completing the form? What are you seeing at your schools of AB705 and impact of it? Will you support a mentoring program? Explain set aside funds and what ask would be. \$1000/ school to contribute. Ask to increase set aside funds to \$150,000.- Set aside funds to support a mentoring program which is a percentage of our allocation which we don't see.
9. Discussion regarding using EOPS funds to pay for fees.
10. Discussion regarding Student Equity Funds. Now that SE is part of SEAP, the level of funding has changed.

VIII **New Business**

A. Spring Training

Fabio Gonzalez

1. Fabio is interested in taking on spring training next year. Discussion on topics that can be covered at the spring training: what grants can be used for x,w,y,z; how maximize funds with student equity and SEAP- how connected to it, how budget is connected to it; how is staff being funded; how do you get your match? Use scenarios, 2 to 3 hours with open dialogue and breakout sessions; develop a curriculum of what 1st, 2nd, 3rd year director should know. Give a checklist of what should know Mentoring piece, give some kind of outline of What should be seeing at 1st year, 2nd year. Provide a breakdown of what it means to be an administrator at a comm college. We can develop the training as a model for the CO to follow on what a training looks like. Matt can provide overview on the formula and how programs are being funded.
2. Discussion regarding fee based user type of repository. Fabio suggested that we focus on charging the programs a fee, a membership fee in which we collect fees from each college programs. Our programs can pay a user fee or membership fee and do it formally. Payment can be made through the website. We can use the funds to allocate money to get a mentor and pay for a stipend. The repository will be on the association website and every college can have a profile. Through the use of student id's , we can have students complete a survey and get information such as how many students applied and how many got into the program. The association website can take us to a different level and we can introduce this at the Spring training.
3. Training to include workshop from CO on SEAP money. How can we advocate through CO to get SEAP funds to help students such as extra tutoring.
4. Fabio will take the lead and have programs pay for it. Fabio will need the names of 1st 2nd and 3rd year directors- 5 years or less. Training is not optional. The focus is on 5 years or less because they need the attention. Fabio will come up with a proposal and workshop description.

Motion for Fabio to take on Spring training. Fabio will submit agenda, budget proposal and program plan. Fabio will develop an agenda Fabio will send proposal, budget, in next couple of week. Discussion will follow after information has been receipt. Omar, Danita, Matt, and Libby will be involved.

Approved: Kintay/Cesar.

- B. Discussion regarding EOPS student grants.
- C. Discussion regarding additional stipend for Tracey Hicks for work she has done on the association webpage. Matt proposed to give an additional flat fee of \$1000 and continue to track work being done on association webpage. We will look at contract again in May when it becomes due.

Approved: Matt/Kintay.

D. Discussion regarding who Omar should send emails to. Omar will send communications to elected board members and regional representatives and committee members who are non voting members of the board.

E. 2020 Conference

1. Regions 3,4,5 regions will take lead of planning conference. Wanda will be the conference liaison. The conference will be in Monterey. Regions 3,4,5 will meet during the conference.

F. Committee Reports

- Elections/Membership Cristal Arredondo/Yesenia Balcazar

Membership committee ensures that we have an accounting of all members. Works closely with people at registration. Identifies who are voting or non voting members.

Positions up for elections are: President Elect, VP Treasurer, Sec, region 2,4,6,8, and region 5 serve for another year. Nominations will be opened up at the conference and will be accepted until December. Ballots will go out Spring semester.

- By-Laws Danita Scott
- Advocacy Fabio Gonzalez
- TAC Matt Fox
- Scholarship Rejoice Chavira
- CSSO Liaison Omar Orihuela
- CAFYES Advisory Committee Danita Scott
- FACCC Liaison Libby Cook/Omar Orihuela

X Regional Reports (Please be sure to provide a typed summary for Rejoice Chavira)

Each region provided a report except for region 5 which has a vacant position.

XI Next Meeting: TBD

XII Adjournment 2:25 p.m.