

**Title V HSI “Lanzamiento” Grant**  
Implementation Team Meeting Minutes  
Friday, January 8, 2021, 1:00-2:30 p.m.

**Members:** Bert Epstein, Loretta Esparza, Amy Flores, Margarita Gonzalez-Jordan, Robert Holcomb, Blair Lamb, Laura Larqué, Vanessa Luna Shannon, Amy Merkel, Samantha Montellanos Diaz, Drina Ochoa, Michelle Vidaurri, Hilleary Zarate

**Members present:** Loretta Esparza, Robert Holcomb, Blair Lamb, Laura Larqué, Vanessa Luna Shannon, Samantha Montellanos Diaz, Drina Ochoa, Michelle Vidaurri, Hilleary Zarate

Meeting time: 1:03-2:12 pm

### **Welcome and Introductions**

- Introductions of each member present and their position

### **Basic Grant Overview**

- Grant-Funded, Key Personnel
  - Drina Ochoa – Financial Aid Tech II
  - Laura Larqué – 20% reassigned time
  - Loretta Esparza 20%
  - Maryellen Curran – SHS
  - Joseph Puentes – SHS
  - Sandra Seligson - SHS
  - Margarita Gonzales - .5 FTE
  - Samantha Montellano Diaz - .2 FTE
  - Blair Lamb - 25%
- Time and Effort Reports
  - Will the STNC student employees need to complete Time and Effort reports along with timesheets? (Marian sent email to Stephanie Dirks on 1-8-2021)
- Monthly Title V Implementation Team Meetings
  - Meetings set to the second Friday of the month
- Separate Area Meetings
  - As needed basis amongst Robert, Laura, and members of the Implementation Team

### **Reporting Requirements**

- Quarterly Reports
  - Stating progress of the grant and its application, the initial roll out
- Annual Performance Report (APR)
  - Benchmarks- Blair will be key with providing data
  - Department of Education **Program Officer** change from Njeri Clark to **Kurrinn Abrams**

### **Review of Year 1 Grant Activities** (page 40 from DHSI Application)

- Dual Enrollment (Vanessa) – to supply bullets for the quarterly report
- Welcome Center (Hilleary & Michelle) – to supply bullets for quarterly report
  - Robert will work to find funding for coach training during the summer

- Robert wants to make sure we have enough coaches in Year 1
- Financial Aid (Drina Ochoa)- to supply bullets for quarterly report
- Financial Aid district fairs – virtual experience this season
- HSI-designated course sections (non-restricted) (page 42 of DHSI Application)
  - Information Sessions have been scheduled to recruit instructors from different disciplines to participate by teaching at least one “Lanzamiento” section in fall of 2021.
- Communities of Practice
- PALS
  - Amy Flores to coordinate
- Success Coaches
  - Redesign coaches training
- Redesign Library support services
- Mental Health-Bert Epstein
  - Expand and adapt mental health services to serve student population
- Transfer Center- Counseling- Samantha
  - Transfer 101-fall semester
  - “Create your College List”-spring semester
    - When out of COVID will set up university tours

Benchmarks (see page 34 of grant for details)

Objective 1.1: ...Hispanic low-income students completing transfer-level math and English in their first academic year will increase from 5-20%.	Year 1 2% increase Year 2 3% increase Year 3 3% increase Year 4 3% increase Year 5 4% increase
Objective 2.1...the course completion rate among Hispanic low-income students will increase from 71-85%.	Year 1 2% increase Year 2 3% increase Year 3 3% increase Year 4 3% increase Year 5 3% increase
Objective 3.1: ...the rate of earning “A” grades among Hispanic low-income students will increase from 30-45%.	Year 1 2% increase Year 2 3% increase Year 3 3% increase Year 4 3% increase Year 5 3% increase
Objective 4.1: ...the transfer rate among Hispanic low-income students will increase from 25-40%.	Year 1 2% increase Year 2 3% increase Year 3 3% increase Year 4 3% increase Year 5 4% increase

- While the target population is defined by the Department of Education as Hispanic and low-income, locally, we can use the phrase Lanzamiento to describe the students and courses sections associated with the grant initiative.
  - We can intervene and contact instructor(s) to see how any given student is doing and give support where needed, therefore being successful in the class
  - Steering Committee is the oversight committee-Members: Pedro Avila, Beatrix Camargo, Dr. Chong, Robert Holcomb, Kate Jolley, Laura Larque, Matthew Long, Mariana Martinez, Jane Saldana-Talley, Jocelyn Toscano, Julie Thompson, Debbie Weatherly

In concluding the meeting, Robert and Laura thanked members of the Implementation Team for their commitment to the grant initiative and expressed optimism toward the collaboration ahead.