



Free City College Oversight Committee Meeting Minutes

Members: Eileen Mariano (Co-Chair), Alan Wong (Co-Chair), Dr. Lisa Cooper Wilkins, Nikki Hatfield, Win-Mon Kyi, Angelica Campos, Joanna Feit, Maria Su, Alisa Messer, Christopher Brodie, Conny Ford, Malinalli Villalobos, Calvin Quock

Date and Time: Tuesday, April 18, 2023, 2:00 PM - 5:00 PM
In-Person Location: City College (Main Campus) - Multi-Use Building (MUB), Rm 140
50 Frida Kahlo Way, San Francisco, Ca. 94112

Free City College Equity Retreat – 2 PM- 4 PM (No Action Required)

- The RP Group facilitated activities to support the development of equity goals and outcomes for the Free City program.
- Members Present: Eileen Mariano, Alan Wong, Joanna Feit, Calvin Quock, Maria Su, Dr. Lisa Cooper Wilkins, Alisa Messer, Malinalli Villalobos, Conny Ford, Christopher Brodie
- 13 CCSF staff/faculty attended.

Oversight Committee Meeting – 4 PM - 5 PM

I. Call to Order and Roll Call

- A. Meeting called to order at 4:05 PM.
- B. Members Present: Eileen Mariano, Alan Wong, Joanna Feit, Calvin Quock, Maria Su, Dr. Lisa Cooper Wilkins, Alisa Messer, Malinalli Villalobos, Conny Ford, Christopher Brodie
- C. Members Absent: Nicole Hatfield, Win-Mon Kyi, Heather Brandt

II. Adoption of the Agenda

- A. Agenda adopted.
- B. Member Wilkins motioned.
Member Villalobos seconded.

III. General Public Comments

- A. No public comment.

IV. Review and Approval of February 2023 Minutes

- A. Minutes approved.
- B. Member Ford motioned.
Co-Chair Mariano seconded.

V. 21-22 Annual Report

- A. Kelley Karandjeff presented the report.
 - COVID continues to impact enrollment, which is why we see a dip. Might need to remind students they have to apply each semester.
 - There's a slightly smaller percentage of students using the fee waiver.
 - Financial aid data shows that FAFSA submission is about the same, but the number of students who received a Pell Grant more than doubled.

- There's an increase in the older age group. There's an opportunity to raise awareness for the younger age categories, especially for non-traditional-age students. This year, high school graduates will be required to submit a FAFSA.
- The proportion of key equity populations has also declined. Black, Latinx, and native Hawaiian/Pacific Islanders all declined.
- Most FCC participants are part-time. FCC students take more units than non-FCC participants.
- We should look at how students are moving through the application process; if there are any barriers that should be removed, and how to staff the program to achieve the goals that FCC is trying to achieve.
- Will email the links to additional resources to Member Cooper-Wilkins, for the FCCOC Secretary to share with the committee. (See C. Additional Resources.)

B. Member Comments

- Member Messer asked if the 11% in the top right, is people moving from one way to another, for example, from tuition waivers to the cash grant. Kelley responded there is no trend in one way or another, but they did not dig into this area specifically.
- Member Messer asked if the percentage for Free City enrollment represents Free City students or eligible Free City students. Kelley responded these are all City College participants, but we would expect these bars to be just about equal.
- Member Villalobos asked, since it is the same percentage of completion, do the students who do not complete the courses in FCC end up paying back the units? Kelley responded this is passing the class, not withdrawing. Some students not completing the course are paying it back because they're withdrawing, but some are not passing their courses which means they are not paying for it.

C. Additional Resources

NCII's Approach to Student Financial Stability:

<https://ncii-improve.com/student-financial-stability/>

Student Financial Stability Resource Series:

<https://ncii-improve.com/student-financial-stability/sfs-resource/>

Includes:

- *Student Financial Stability Demystified*
- *What Does Student Financial Stability Look Like in the Student Experience?*
- *Student Financial Stability Scale of Adoption Self-Assessment*

Student Financial Stability College Profiles:

<https://ncii-improve.com/student-financial-stability/student-financial-stability-college-profile-series/>

Profiles of 7 colleges making student financial stability an institutional priority

VI. Unfinished Business

A. Outstanding Fees - Discussion led by Co-Chair Mariano.

- It is being considered as part of the mayor's budget. The mayor and the budget office will publish the budget proposal by June 1, and there will be a better idea on this by then.
 - Member Ford shared it is frustrating because we aren't asking the mayor to take it from the general fund but from our own fund. We just want to spend the money wisely since we have the money currently. Mariano responded a strong recommendation has been made to the mayor.
 - Member Villalobos shared thank you for the sort of update. Sort of update is because a lot of students are in limbo who cannot come back to FCC because they have outstanding fees. What do we tell those students who can't come back until potentially after June 1? If everything was passed after June 1, what

is next? Students are starting to register for fall courses very soon, which means that students may not be able to register for classes for fall as we hoped.

- Member Su clarified that the FCC fund is not a special fund. We as a body have said that we want to oversee the 16 million. Since it is not a special fund, it requires the mayor and BOS to determine how to allocate the funds. Once the funds are allocated, they will be put into DCYF's fund, and then DCYF can transfer the funds to FCC. Once we get the approval, we will move it. We just want to emphasize that the final approval lives with the mayor. the budget turned upside down in a matter of a few months. This will be a tough budget season and many departments are having to cut budgets. We do have a priority with FCC students because the students are our residents.
- Co-Chair Wong asked when we were working on this in 2019, was there any wording in the structural changes in what needs to be authorized? To use reserve funds for fees? Member Su responded it is supported.

B. Appeals Process for Students Who Drop Out of FCC Due to Circumstances.

- Tabled for the next meeting. Discussion to be led by Member Brandt, who was absent.

C. Support for Students with Barriers.

- Member Cooper-Wilkins shared that some of the work that we are doing now with goal setting will address this issue.
- Tabled for the next meeting. Discussion to be led by Member Brandt, who was absent.

D. Dual Enrollment - Discussion led by Member Cooper-Wilkins

- More allocation of units to support dual enrollment. CCSF and SFUSD have had many meetings to streamline and build relationships.

E. Marketing Campaign - Discussion led by Member Cooper-Wilkins

- Hopefully by the next meeting we will have a bigger presentation about marketing.
- Table for the next meeting.

F. Oversight Committee Meeting Calendar – Discussion led by FCCOC Secretary.

- Fridays are the popular days to have our meeting. The popular time is from 10 am-12 pm. Kia will send more information to members about the calendar around that.
 - Member Ford asked where they will be held. FCCOC Secretary responded our hope is to keep it here (CCSF Ocean Campus) for now. It might help encourage CCSF students to come to the meetings. If we want to move around to different satellite campuses, we can talk about that.
 - Member Villalobos mentioned no more remote meetings unless there is a request an hour in advance. FCCOC Secretary responded that this is correct for public participation. Members will need to email an accommodation request/fill out a form and submit it. *Added this to the minutes for clarity:*
 - **Committee members** with disabilities can request individual reasonable accommodation using [Attachment 2](#). To ensure consistency across all City Policy Bodies, DHR is responsible for processing these requests. Please contact Heather Kittel at heather.kittel@sfgov.org and list Kia Wallace as the FCCOC Committee Secretary.
 - **Remote public participation** is available upon request for individuals who cannot attend in person due to disability. Please make a request to participate remotely no later than one (1) hour prior to the start of the meeting to help ensure the availability of the meeting link. Captions can be enabled if participating remotely. To receive access to the meeting to provide remote public

comment due to a disability accommodation, visit <https://www.dcyf.org/fcc-remote-participation>.

- Member Cooper-Wilkins: When will the next retreat be? FCCOC Secretary responded we are thinking about early May. Will send out a doodle. We want to ensure that there is still a good turnout.
- Member Messer shared we did not have a large turnout from students. Be careful of finals. Schedule in the first two weeks of May
- Member Villalobos shared that he and Member Brant will not be on the committee after May 31st.

VII. Future Agenda Items

A. Unfinished Business Items:

- Appeals Process for Students Who Drop Out of FCC Due to Circumstances.
- Support for Students with Barriers.
- Marketing Campaign

VIII. Adjournment

- ### A. Meeting adjourned at 4:57 pm.