



Free City College Oversight Committee



Members: Eileen Mariano (Co-Chair), Brigitte Davila (Co-Chair), Dr. Lisa Cooper Wilkins, Nikki Hatfield, Win-Mon Kyi, Heather Brandt, Supervisor Gordon Mar, Jennifer Fong, Maria Su, Alisa Messer, Christopher Brodie, Conny Ford, Malinalli Villalobos, Calvin Quock

Date and Time: Thursday, November 10th, 2022, 10:00am-12:00pm

Location: <https://www.youtube.com/watch?v=VUTAOIS0RDU>

I. Call to Order and Roll Call

- A. Meeting called to order at 10:00 AM.
- B. Members Present: Eileen Mariano, Win-Mon Kyi, Heather Brandt, Joana Feit, Calvin Quock, Maria Su, Dr. Lisa Cooper Wilkins, Alisa Messer, Christopher Brodie, Conny Ford, Malinalli Villalobos, Gordon Mar (represented by Obai Rambo)
- C. Members Absent: Nikki Hatfield

II. Free City College Administrative Updates and New Member

- A. Introduced Fellow Sydney Nobles, analyst Kia Wallace, and new Oversight Committee Member Heather Brandt

III. Adoption of the Agenda

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

IV. General Public Comments

- A. No public comment.

V. Resolution to Allow Teleconferenced Meetings Under CA Government Code Section 54953(e)

- A. Resolution adopted.
- B. Member Su motioned; and Member Villalobos seconded.

VI. Review and Approval of September 2022 Minutes

- A. Minutes amended to add Member Brodie as absent from last meeting. Minutes approved as amended.
- B. Member Villalobos motioned; and Member Messer seconded.

VII. City College Update

- A. Introduction from Dr. Lisa Cooper Wilkins
- B. Presentation on Free City College Annual Report by Kelley Karandjeff
 - Headcount: Declining headcount. AY 20-21 had total 27,982 students, 70% of which were Free City recipients.
 - FCC recipients: 50% receive Fee Waiver, 11% receive Waiver and Grant, 9% receive grant only. Few student cash grants due to low FASFA completion.
 - Equity: Equity students take up Free City at a lower rate (66%) than Non-Equity Students (73%).
 - Units: Free City students take more units than non-Free City students.
 - Financial Aid Awards: 75.5% of awards were FCC students. However, disparity between equity and non-equity groups receiving awards.

- Areas of opportunity: 1) Position as broader effort to increase access, retention, and completion among student equity group. 2) Identifying related program metrics to monitor impact. 3) Marketing Free City as part of the value proposition for enrollment. 4) Increasing uptake. 5) Strengthening FASFA completion. 6) Packaging Free City with other financial and basic needs supports. 7) Considering other ways to leverage the Free City investment to support students' financial stability. 8) Continue partnership with RP group. 9) Determine how to boost CCSF capacity to carry out program improvements.
- C. Member Comments
- Member Su wanted to know how many units were taken compared to a FT student. Kelley answered on avg FCC students taking 13.5 units, an FT load is 24-30 units.
 - Member Messer program was not designed to push people into FT. How do we support students so they have more time for school work? Matching up data we have here with students' unmet needs, what kind of unmet needs do students have. Pilot program a subset of students to support broader unmet needs. Member Cooper Wilkins responded that work with RP Group will be about setting equity goals and various strategies to meet those goals.
 - Member Villalobos, aside from FCC there are basic needs that haven't been covered, and plays a big factor on why students cannot be FT.
 - Member Brandt, barrier for students when no appeals process when they need to withdraw due to life circumstances and then unable to pay off outstanding fees.
 - Member Messer, FASFA uptake, faculty is interested in supporting it but requiring it to access Free City was an additional barrier.
- D. RP Group: Member Wilkins wanted to know if the group wants to continue engaging with RP Group on equity goals/outcomes and if CCSF should submit a proposal with a budget ask to the committee. Member Ford, we know the data, just want ideas of what we can do to support students concretely.
- Member Wilkins wants to know if Committee is interested in having CCSF developing a proposal for the use of RP Group, with monetary commitment to use the reserve fund for the contract. Chair Mariano, Ford verbally supported seeing a proposal. No objections.

VIII. Outstanding Fees

- A. Presentation by Rebeca Chavez. San Francisco residents with outstanding fees, including class and other non-tuition fees totals \$2 million between FY18-FY22.
- B. Member Comments:
- Member comments focused on clarifications on the codes for the non-tuition fees, how they get assessed fees.
 - Member Su asked how are fees assessed. Rebecca answered that fees are assessed at registration except for material fees for bookstore, which are provided to her office during the semester and uploaded to the students, but they are notified that they will be assessed.
 - Member Su asked how many SF residents have outstanding fees. Rebecca says they don't have that number yet.
 - Member Messer wants to know if we cannot set up the outstanding fees issue in the first place?
 - Member Brodie wanted to know what it would take to change the language so that non-tuition fees are covered by Free City Program. Jay Liao responded that this would need to be a change in the MOU.
- C. No public comment
- D. Motion to support the use of Reserve Funds for the use outstanding fee relief for San Francisco residents is approved (unanimously and with enthusiasm).
- Member Ford motioned (with enthusiasm); and Member Villalobos seconded

IX. Discussion of Dual Enrollment Program

- A. Presentation from Member Feit
- Types of Dual Enrollment: CCAP (at HS, AB288), Early Release (at City College, 4 schools), General Dual Enrollment (courses students sign up for)
 - Course Offerings: around 3.0 per semester, purchased courses via Contract Ed in Fall 2021

- Completers: increased amount of credit over time (192% growth since 14-15), demographic of students closely matches student population proportions
- Internship program: course with internship, participation has grown rapidly through partnership funding with DCYF. Science and Biotech highest participation, 2nd is media arts.
- Matriculation: at highest point had 305 students matriculate, 195 were dual-enrollment, so strong relationship between dual-enrollment and matriculation. Between 70-80% dual-enrollment matriculate to college
- Bright Spots: SFUSD wants more courses and access increased over time for focal populations, Certain programs have been great success (Fire Science, Chinese/Spanish for 9th), [Student Experience Video](#)
- Challenges: Reached capacity, need PD for instructors to teach HS students, ensure SFUSD students prepared for courses, limited funding for Contract Ed, Navigating systems, Examples of what other CC's do: co-teaching, bulk reg, zero fees for HS students.

B. Member Comments

- Member Messer: Do undocumented students at SFUSD have access? Member Feit says undocumented are participating, but getting fees covered gets tricky because they don't necessarily have documentation to meet CCSF requirements, so SFUSD will cover. Member Messer says this is an area we may be able to support.
- Member Messer: Liked internship model, can we use this model for other populations (e.g. foster care students)?
- Member Messer: CCSF experienced extreme layoffs and cuts so direction of City College and needs of SFUSD students are in conflict.
- Chair Mariano: what is cost associated with purchase of classes? Member Feit: Depends on the class. If base, no labs, around \$10k, with lab \$12-\$17k. Also depends on number of students. Have to pay for any class above 3.0 allocation.
- Member Messer: How is allocation set? Dr. Wilkins, will get answer. Member Feit: SFUSD is in constant conversation with CCSF about this and they are trying to meet needs.
- Member Mariano: there seems to be potential for expansion.

C. No public comment

X. Future Agenda Items and Member Comments

- A.** Member Brandt: exploration on how to support students with other barriers (e.g. need to withdraw due to extenuating circumstances like an appeals process).
- B.** Dr. Wilkins, formalize the RP Group discussion back on the agenda.
- C.** No public comment

XI. Adjournment

Meeting adjourned at 11:54am.