



# Free City College Oversight Committee

## Agenda



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**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, 2:00-5:00pm

**In-Person Location:** City College (Main Campus) - Multi-Use Building (MUB), Rm 140  
50 Frida Kahlo Way, San Francisco, Ca. 94112

**Remote Access to Information and Participation:**

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 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>.

**Public Comment will be heard in the following order:** 1) members of the public attending in-person, and 2) members of the public attending remotely. Please contact the FCCOC Secretary at [FCCOC@dcyf.org](mailto:FCCOC@dcyf.org) with any questions.

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

The RP Group will facilitate activities to support the development of equity goals and outcomes for the Free City program.

**Oversight Committee Meeting – 4pm-5pm**

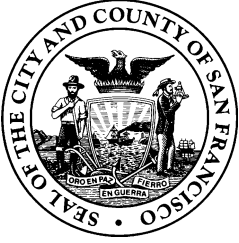
- I. **Call to Order and Roll Call**
- II. **Adoption of the Agenda (5 min)**  
Action required
- III. **General Public Comments (5 min)**  
This item allows members of the public to comment generally on matters within the oversight committee's purview that are not on the agenda.
- IV. **Review and Approval of February 2023 Minutes (5 min)**  
Action required
- V. **21-22 Annual Report (15 min)**  
Discussion Only
- VI. **Unfinished Business (25 min)**  
Discussion Only
- VII. **Future Agenda Items (5 min)**

# Free City College Oversight Committee

## Agenda

Discussion Only

**VIII. Adjournment**  
Action required



# Free City College Oversight Committee

## *Policies & Translations*



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### **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Sunshine Ordinance Task Force Administrator  
City Hall – Room 244 1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
415-554-7724 (Office); 415-554-7854 (Fax)  
E-mail: [SOTF@sfgov.org](mailto:SOTF@sfgov.org)

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org). Copies of explanatory documents are available to the public online at <http://www.sfbos.org/sunshine> or, upon request to the Commission Secretary, at the above address or phone number.

### **LANGUAGE ACCESS**

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and/or Filipino (Tagalog) interpreters will be available upon request. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact Emily Davis at 415-987-5959 or [Emily.Davis@dcyf.org](mailto:Emily.Davis@dcyf.org) at least 48 hours in advance of the hearing. Late requests will be honored if possible.

### **ACCESSIBLE MEETING POLICY**

Per the Americans with Disabilities Act and the Language Access Ordinance, Chinese, Spanish, Filipino (Tagalog), and/or American Sign Language interpreters will be available upon request. Additionally, every effort will be made to provide assistive listening devices and meeting materials in alternative formats (braille or large print). Minutes may be translated after they have been adopted by the Commission. For all these requests, please contact Emily Davis, Community Engagement Associate at least 72 hours before the meeting at 415-987-5959. Late requests will be honored if possible. The hearing room is wheelchair accessible. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

### **LOBBYIST ORDINANCE**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112



# Free City College Oversight Committee

## Policies & Translations



website: [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

### CHINESE

如對會議有任何疑問，請致電415-557-9942查詢。當會議進行時，嚴禁使用手機及任何發聲電子裝置。會議主席可以命令任何使用手機或其他發出聲音裝置的人等離開會議場所。

#### 了解你在陽光政策下的權益

政府的職責是為公眾服務，並在具透明度的情況下作出決策。市及縣政府的委員會，市參事會，議會和其他機構的存在是為處理民眾的事務。本政策保證一切政務討論都在民眾面前進行，而市政府的運作也公開讓民眾審查。如果你需要知道你在陽光政策 (San Francisco Administrative Code Chapter 67) 下擁有的權利，或是需要舉報違反本條例的情況，請聯絡：

#### 陽光政策 專責小組行政官

地址：City Hall – Room 244 1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
電話號碼:415-554-7724 ; 傳真號碼415- 554-5163  
電子郵箱: SOTF@sfgov.org

陽光政策的文件可以通過陽光政策專責小組秘書、三藩市公共圖書館、以及市政府網頁[www.sfgov.org](http://www.sfgov.org)等途徑索取。民眾也可以到網頁<http://www.sfbos.org/sunshine>閱覽有關的解釋文件，或根據以上提供的地址和電話向委員會秘書索取。

#### 語言服務

根據語言服務條例(三藩市行政法典第91章)，中文、西班牙語和/或菲律賓語（泰加洛語）傳譯人員在收到要求後將會提供傳譯服務。翻譯版本的會議記錄可在委員會通過後透過要求而提供。其他語言協助在可能的情況下也將可提供。上述的要求，請於會議前最少48小時致電415-557-9942或電郵至[Brandon.Shou@dcyf.org](mailto:Brandon.Shou@dcyf.org)向委員會秘書Brandon Shou提出。逾期提出的請求，若可能的話，亦會被考慮接納。

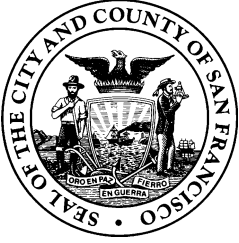
#### 利便參與會議的相關規定

根據《美國殘疾人士法案》(Americans with Disabilities Act) 與「語言服務條例」(Language Access Ordinance)，中文、西班牙文、菲律賓文和/或美國手語傳譯員，須應要求，提供傳譯服務。另外，我們會盡一切努力予以提供輔助性聽力儀器及不同格式（點字印製或特大字體）的會議資料。翻譯版本的會議記錄可在委員會通過後予以提供。如有這些方面的請求，請在會議前七十二（72）小時致電628-652-7108與Brandon Shou 聯絡。逾期所提出的請求，若可能的話，亦會接納。聽證室設有輪椅通道。

為了讓市政府更好照顧有嚴重過敏、因環境產生不適、或對多種化學物質敏感的病患者，以及有相關殘疾的人士，出席公眾會議時，請注意其他與會者可能會對不同的化學成分產品產生過敏。請協助市政府關顧這些個別人士的需要。

#### 遊說者法令

依據「三藩市遊說者法令」(SF Campaign & Governmental Conduct Code 2.100) 能影響或欲影響本地立法或行政的人士或團體可能需要註冊，並報告其遊說行為。如需更多有關遊說者法令的資訊，請聯絡位於Van Ness街25號220室的三藩市道德委員會，電話號碼:415- 252-3100，傳真號碼 415-252-3112，網址: [www.sfgov.org/ethics](http://www.sfgov.org/ethics)。



# Free City College Oversight Committee

## Policies & Translations



### SPANISH

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Para preguntas acerca de la reunión, por favor contactar el 415-934-4840. El timbrado de y el uso de teléfonos celulares, localizadores de personas, y artículos electrónicos que producen sonidos similares, están prohibidos en esta reunión. Por favor tome en cuenta que el Presidente podría ordenar el retiro de la sala de la reunión a cualquier persona(s) responsable del timbrado o el uso de un teléfono celular, localizador de personas, u otros artículos electrónicos que producen sonidos similares.

#### **CONOZCA SUS DERECHOS BAJO LA ORDENANZA SUNSHINE**

El deber del Gobierno es servir al público, alcanzando sus decisiones a completa vista del público. Comisiones, juntas, concilios, y otras agencias de la Ciudad y Condado, existen para conducir negocios de la gente. Esta ordenanza asegura que las deliberaciones se lleven a cabo ante la gente y que las operaciones de la ciudad estén abiertas para revisión de la gente. Para obtener información sobre sus derechos bajo la Ordenanza Sunshine (capítulo 67 del Código Administrativo de San Francisco) o para reportar una violación de la ordenanza, por favor póngase en contacto con:

Administrador del Grupo de Trabajo de la Ordenanza Sunshine (Sunshine Ordinance Task Force Administrator)  
City Hall – Room 244 1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
415-554-7724 (Oficina); 415-554-5163 (Fax);  
Correo electrónico: SOTF@sfgov.org

Copias de la Ordenanza Sunshine pueden ser obtenidas del Secretario del grupo de Trabajo de la Ordenanza Sunshine, la Biblioteca Pública de San Francisco y en la página web del internet de la ciudad en [www.sfgov.org](http://www.sfgov.org). Copias de documentos explicativos están disponibles al público por Internet en <http://www.sfbos.org/sunshine>; o, pidiéndolas al Secretario de la Comisión en la dirección o número telefónico mencionados arriba.

#### **ACCESO A IDIOMAS**

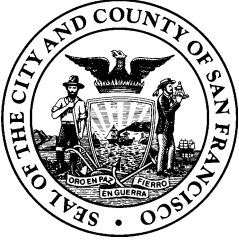
De acuerdo con la Ordenanza de Acceso a Idiomas “Language Access Ordinance” (Capítulo 91 del Código Administrativo de San Francisco “Chapter 91 of the San Francisco Administrative Code”) intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas podrán ser traducidas, de ser requeridas, luego de ser aprobadas por la Comisión. La asistencia en idiomas adicionales se tomará en cuenta siempre que sea posible. Para solicitar asistencia con estos servicios favor comunicarse con Prishni Murillo al 628-652-7139, o [Prishni.Murillo@dcyf.org](mailto:Prishni.Murillo@dcyf.org) por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

#### **POLITICA DE ACCESO A LA REUNIÓN**

De acuerdo con la Ley sobre Estadounidenses con Discapacidades (Americans with Disabilities Act) y la Ordenanza de Acceso a Idiomas (Language Access Ordinance) intérpretes de chino, español, filipino (tagalo) y lenguaje de señas estarán disponibles de ser requeridos. En adición, se hará todo el esfuerzo posible para proveer un sistema mejoramiento de sonido y materiales de la reunión en formatos alternativos. Las minutas podrán ser traducidas luego de ser aprobadas por la Comisión. Para solicitar estos servicios, favor contactar a Prishni Murillo, por lo menos 72 horas antes de la reunión al 415-934-4840. Las solicitudes tardías serán consideradas de ser posible. La sala de audiencia es accesible a silla de ruedas.

#### **ORDENANZA DE CABILDEO**

Individuos y entidades que influyen o intentan influenciar legislación local o acciones administrativas podrían ser requeridos por la Ordenanza de Cabildeo de San Francisco (SF Campaign & Governmental Conduct Code 2.100) a registrarse y a reportar actividades de cabildeo. Para más información acerca de la Ordenanza de Cabildeo, por favor contactar la Comisión de Ética: 25 de la avenida



# Free City College Oversight Committee

## Policies & Translations



Van Ness , Suite 220, San Francisco, CA 94102, 415-252-3100, FAX 415-252-3112, sitio web: [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

### FILIPINO

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Kung mayroon kayong mga tanong tungkol sa miting, mangyaring tumawag lang sa 415-554-8991. Ang pagtunog at paggamit ng mga cell phone, mga pager at kagamitang may tunog ay ipinagbabawal sa pulong. Paalala po na maaaring palabasin ng Tagapangulo ang sinumang may-ari o responsible sa ingay o tunog na mula sa cell-phone, pager o iba pang gamit na lumilikha ng ingay.

#### ALAMIN ANG INYONG MGA KARAPATAN SA ILALIM NG SUNSHINE ORDINANCE

Tungkulin ng Pamahalaan na paglinkuran ang publiko, maabot ito sa patas at madaling maunawaan na paraan. Ang mga komisyon, board, kapulungan at iba pang mga ahensya ng Lungsod at County ay mananatili upang maglingkod sa pamayanan. Tinitiyak ng ordinansa na ang desisyon o pagpapasya ay ginagawa kasama ng mamamayan at ang mga gawaing panglungsod na napagkaisahan ay bukas sa pagsusuri ng publiko. Para sa impormasyon ukol sa inyong karapatan sa ilalim ng Sunshine Ordinance ( Kapitulo 67 sa San Francisco Administrative Code) o para mag -----report sa paglabag sa ordinansa, mangyaring tumawag sa Administrador ng Sunshine Ordinance Task Force .

City Hall – Room 244 1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
415-554-7724 (Opisina); 415-554-7854 (Fax)  
E-mail: SOTF@sfgov.org

Ang mga kopya ng Sunshine Ordinance ay makukuha sa Clerk ng Sunshine Task Force, sa pampublikong aklatan ng San Francisco at sa website ng Lungsod sa [www.sfgov.org](http://www.sfgov.org). Mga kopya at mga dokumentong na nagpapaliwanag sa Ordinance ay makukuha online sa <http://www.sfbos.org/sunshine> o sa kahilingan sa Commission Secretary, sa address sa itaas o sa numero ng telepono.

#### PAG-ACCESS SA WIKA

Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din magkaroon ng tulong sa ibang wika. Sa mga ganitong uri ng kahilingan, mangyaring tumawag sa Clerk ng Commission Emily Davis sa 415-987-5959, o [Emily.Davis@dcyf.org](mailto:Emily.Davis@dcyf.org) sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.

#### PATAKARAN PARA SA PAG-ACCESS NG MGA MITING

Ayon sa batas ng Americans with Disabilities Act at ng Language Access Ordinance, maaaring mag-request ng mga tagapagsalin wika sa salitang Tsino, Espanyol, Filipino o sa may kapansanan pandinig sa American Sign Language. Bukod pa dito, sisikapin gawan ng paraan na makapaglaan ng gamit upang lalong pabutihin ang inyong pakikinig at maibahagi ang mga kaganapan ng miting sa iba't ibang anyo (braille o malalaking print). Ang mga kaganapan ng miting ay maaaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Sa mga ganitong uri ng kahilingan, tumawag po lamang kay Emily Davis sa 415-554-8991. Magbigay po lamang ng hindi bababa sa 72 oras na abiso bago ng miting. Kung maaari, ang mga late na hiling ay posibleng tanggapin. Ang silid ng pagpupulungan ay accessible sa mga naka wheelchair.

#### LOBBYIST ORDINANCE

Ayon sa San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100], ang mga indibidwal o mga entity na nag iimpluensiya o sumusubok na mag impluensiya sa mga lokal na pambatasan o administrative na aksyon ay maaaring kailangan mag-register o mag-report ng aktibidad ng lobbying. Para sa karagdagan na impormasyon tungkol sa Lobbyist Ordinance, tumawag lamang po sa San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

**Free City College Program Oversight Committee Retreat**  
**April 18, 2023**  
**2:00-4:00 PM**  
**Agenda**

**Outcome: To establish Free City College Program Equity Goals and Draft Strategies**  
**Audience: Free City College Program Oversight Committee and City College of San Francisco**  
*(Times below are approximate)*

**In-person Location: Multi-Use Building (MUB) - Room 140**  
**City College of San Francisco - Ocean Campus**

<b>Time</b>	<b>Agenda Item</b>
2:00-2:15 PM	Introduction
2:15-3:00 PM	Goal Setting Session
<i>3:00-3:10 PM</i>	<i>Break</i>
3:10-3:50 PM	Team Share Outs
3:50-4:00 PM	Wrap Up / Next Steps

**Click here for access to: [Google Drive Folder with Retreat Documents](#)**





# Free City College Oversight Committee

## Meeting Minutes



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

**Date and Time:** Thursday, February 2<sup>nd</sup>, 2023, 3:00pm-5:00pm

**Location:** [https://www.youtube.com/watch?v=P3t\\_y2DcPSg](https://www.youtube.com/watch?v=P3t_y2DcPSg)

### I. Call to Order and Roll Call

- A. Meeting called to order at 3:02PM.
- B. Members Present: Eileen Mariano, Alan Wong (represented by Anita Martinez), Heather Brandt, Joanna Feit, Calvin Quock, Maria Su, Dr. Lisa Cooper Wilkins, Alisa Messer, Malinalli Villalobos
- C. Members Absent: Nicole Hatfield, Win-Mon Kyi, Christopher Brodie, Conny Ford

### II. Adoption of the Agenda

- A. Agenda adopted as amended.
- B. Agenda amended to reflect the inclusion of the 21-22 Annual Report in the City College Update. Member Messer requested an update from DCYF on the decisions the committee made on the reserves. Chair Mariano suggested the reserves update go after the City College Update.
- C. Member Wilkins motioned; and Member Villalobos seconded.

### III. General Public Comments

- A. No public comment.

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

- A. Resolution adopted.
- B. Member Brandt abstained and asked how does AB2449 come into effect with this? DCYF noted the question and will provide a response at the next committee meeting.
- C. Member Villalobos motioned; and Member Messer seconded.

### V. Review and Approval of November 2022 Minutes

- A. Minutes approved as amended.
- B. Minutes amended to add clarification on awards (VII. City College Update, B – 5<sup>th</sup> bullet). Awards refers to the portion of the Annual Report that shared financial aid metrics for overall financial awards.
- C. Member Messer suggested we add Continuing Items on the agenda to refer to old business. Chair Mariano asked DCYF to consider this addition.
- D. Member Feit motioned; and Member Villalobos seconded.

### VI. City College Update

- A. Presentation of Updates by Dr. Lisa Cooper Wilkins:
  - For future presentations on Enrollment Metrics, it may be helpful to do side-by-side comparison, example, compare Fall this year to Fall last year.
  - Presented the FFC Program Participation Report. Most recent update referred to Fall 2022 number of students who participated and received enrollment waivers. A slight increase from last fall, as well as a slight increase in the number of grants that were awarded. There was an increase in the number of billed units, in addition to, a slight increase in the number of dropped units.



- Presented the FCC Enrollment Metrics Report. The numbers are similar, but it provides the average amount of awards per student, the average number of billed units, earned units and students who dropped or withdrew, students with zero units earned, the number of full-time students, 12 units or more, by the end of the Fall semester.
  - Presented the Financial Aid Metrics Report. The report is not just referencing Free City students, the distinction is made in the Annual Report. The report is an overall count from the Financial Aid office of the number of students who applied for financial aid out of our total enrollment count. The reason the number is starkly different from Spring 2022 to Fall 2022 (Column D), in Spring 2022 a number of students received HERF awards. Those were counted as another type of financial aid award for the semester.
  - CCSF Free City College Annual Report Schedule: The last update given was for the 20-21 academic year. CCSF is behind in reporting to the committee. Their strategy to get caught up to date is to bring the 21-22 report to this committee at our next meeting, then annually provide reports in the fall committee meetings. This fall CCSF would present the 22-23 report. Next fall would be the 23-24 annual report.
  - Proposed RP Group facilitate two retreats either in February and March or March and April, on developing equity goals and outcomes for the Free City program, in alignment with CCSF's existing equity plan. Next steps were shared.
- B. Member Comments
- Member Brandt asked if there will be opportunity for students and student representatives to be involved in the RP Group retreat? Member Wilkins responded absolutely, there was a recommendation made about doing focus groups and some other activities to get direct student feedback.
  - Member Villalobos asked when students receive the extra HERF award, does that affect their financial aid package? Member Wilkins does not believe the HERF award affected students financial aid package. It did not replace other awards.
  - Member Messer commented on the Financial Aid Metrics: seeing that huge number (Column D, Spring 2022) may speak to the levels of need that go beyond our basic financial aid package. Raises the question of unmet need and other ways to support students. This committee has been trying to find more ways to address. Maybe it can be teased apart (data).
  - Chair Mariano expressed excitement on the upcoming work to develop the equity goals. It will help us center our work and ground us.
- C. Member Messer recognized that the committee has more student representation, than other committees at the college in general. We do have an underrepresentation of classified staff and faculty. Hopes to pull in more than just one faculty member, more than a single classified staff member to be apart of this committee. Would like to be part of making sure that happens for the retreat.
- D. No public comment.

## VII. Reserve Update

- A. Member Su shared that the Controller has not given us a new number because they don't true up the numbers every month. They only do it on annual basis or at a minimum, biannual basis. Currently, the reserve has not changed, it is still at 6.8 million dollars. We are slowly inching toward that cap, which is 50% of annual allocation. Our annual allocation right now is around 16 million dollars, 50% percent of that is 8 million dollars.
- B. Member Comments
- Member Messer asked after the enthusiastically and unanimously decision was made (about the reserves), if we have any clear indication of where we are in that process? Chair Mariano responded that some work behind the scenes with Dr. Cooper Wilkins happened to make sure that we have all the information needed to transmit that recommendation to the Mayor. Ensured we knew exactly how many students it would affect, the years that this is spanning between, and the average amount that triggers a hold for students. Thank you, Dr. Cooper Wilkins, for providing that to us. This will now be considered as a part of the mayor's budget for this upcoming year.
  - Member Villalobos thanked Chair Mariano for those efforts and expressed that they're very much needed especially when this new semester started. It's a missed opportunity to get students back into

enrollment. We work with students that are not able to enroll because of their outstanding time.

- Member Brandt expressed theirs a process in place and things take time, but the need is now for the students. Concerned that we're inching closer to 8 million dollars. Really want to utilize those funds in a way that will benefit the students and be equitable.

C. No public comment.

#### **VIII. Future Agenda Items and Member Comments**

- A. Chair Mariano: Discuss return to in-person meetings. Establish an Oversight Committee calendar. Member Brandt, I am not familiar with the state laws (see Item IV.-B). The Governor's state of emergency is coming to a close. We're working to figure out what that'll look like for these meetings. DCYF will be coordinating a time for our next meeting.
- B. Member Brandt: Explore an appeals process for students who find themselves needing to drop a class after the deadline.
- C. Chair Mariano: Member Messer's request to add a follow-up section.
- D. DCYF: Next Free City College audit will begin soon.
- E. Member Wilkins: Information about the number of Free City participants versus non Free City participants that are SF residents. Also, discuss marketing campaign for the Free City program to re-engage our local community around the availability of the program.
- F. Member Messer: There was a question around dual enrollment that Dr. Cooper Wilkins would answer. Member Wilkins would like to invite Vice Chancellor Jesse Lee to a future meeting to discuss how academic affairs works.
- G. No public comment.

#### **IX. Adjournment**

Meeting adjourned at 3:48pm.

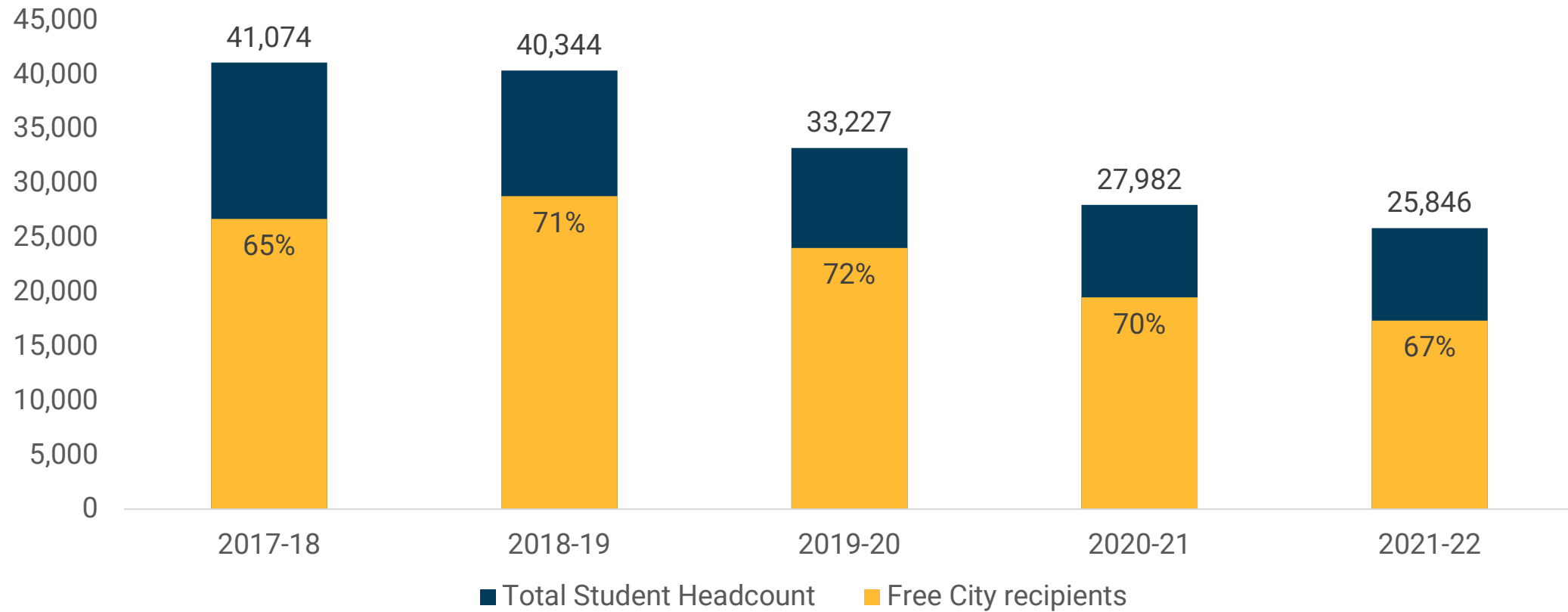


# CCSF Free City College Annual Data

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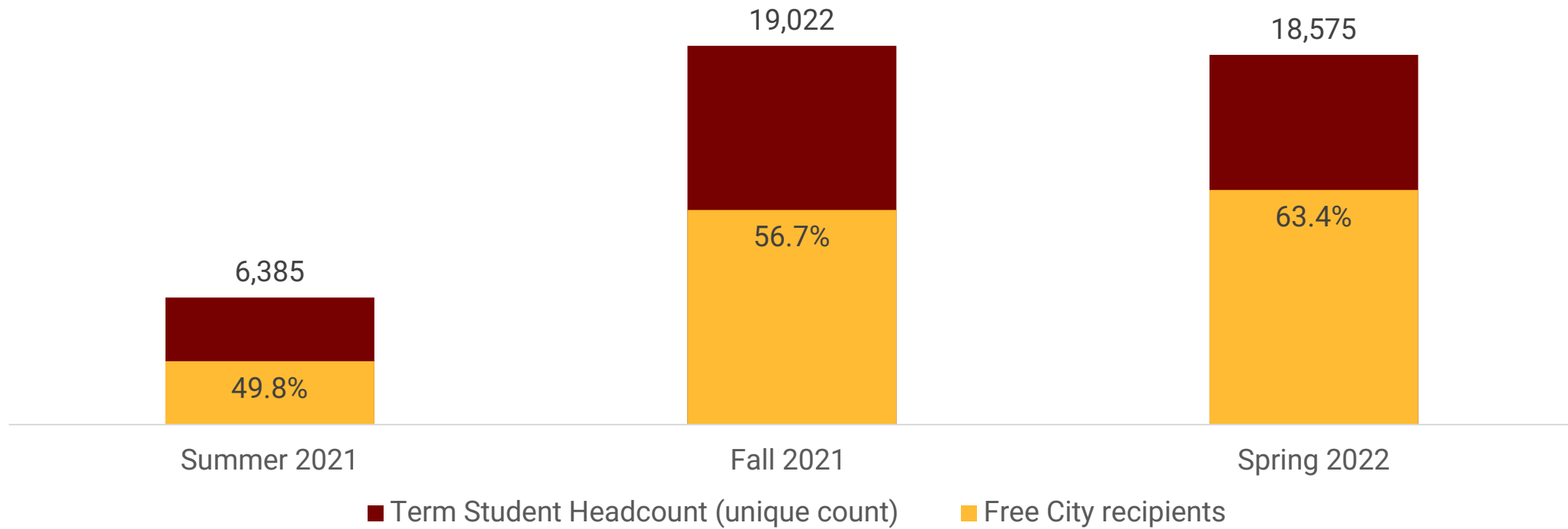
2021-2022

# Annual Headcount Since Free City



# Term Headcount (2021-2022)

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# Free City Support Options

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## Fee Waiver:

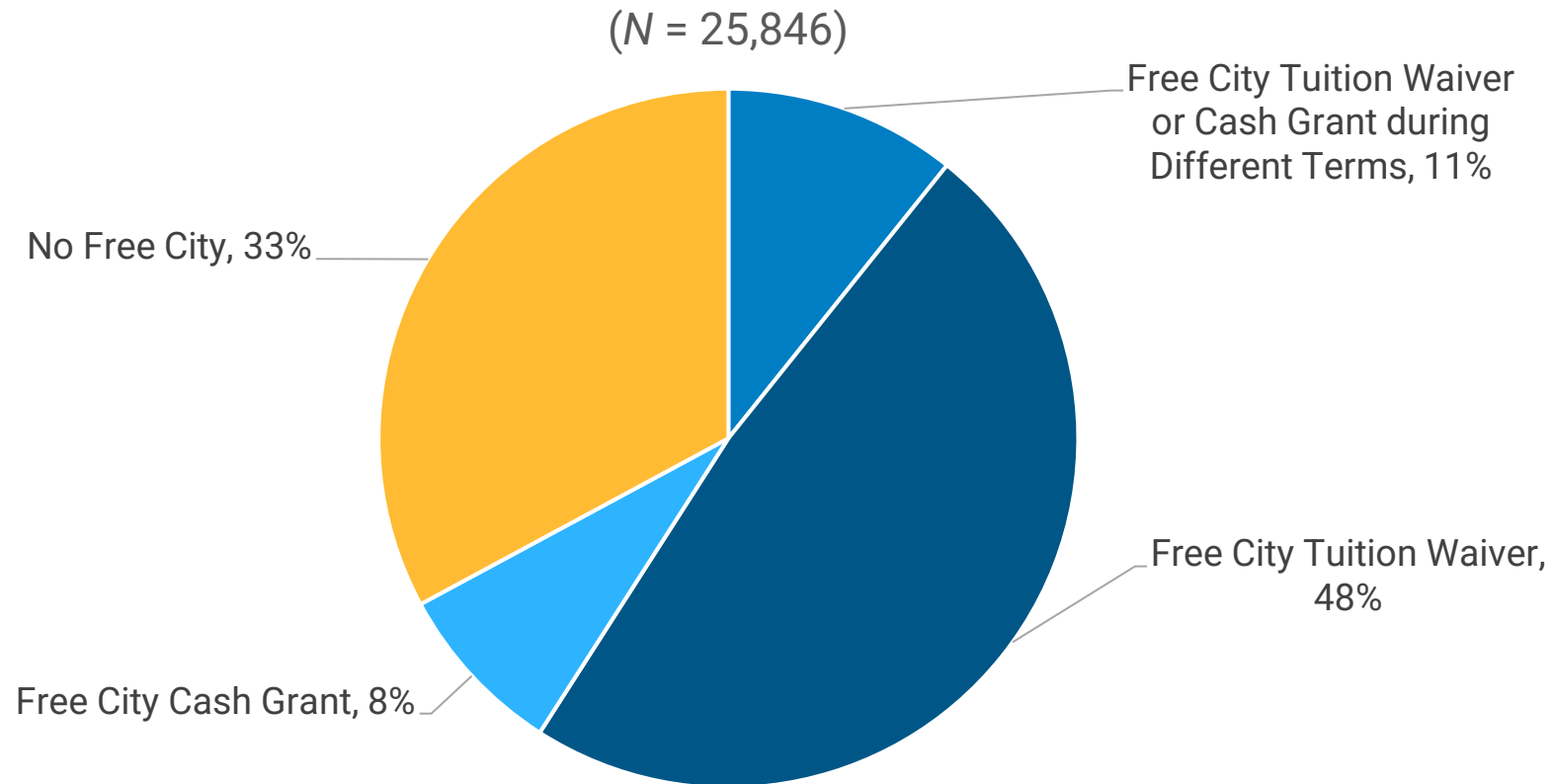
- Apply when registering each term
- Complete a brief application in the online student portal
- Receive a tuition waiver in the amount of \$46/unit based on SF residency

## Cash Grant:

- Complete a separate application each term
- Submit the California College Promise Grant (CCPG) application
- Receive a \$46 cash grant/unit based on demonstrated financial need

# Type of Free City Support (2021-2022)

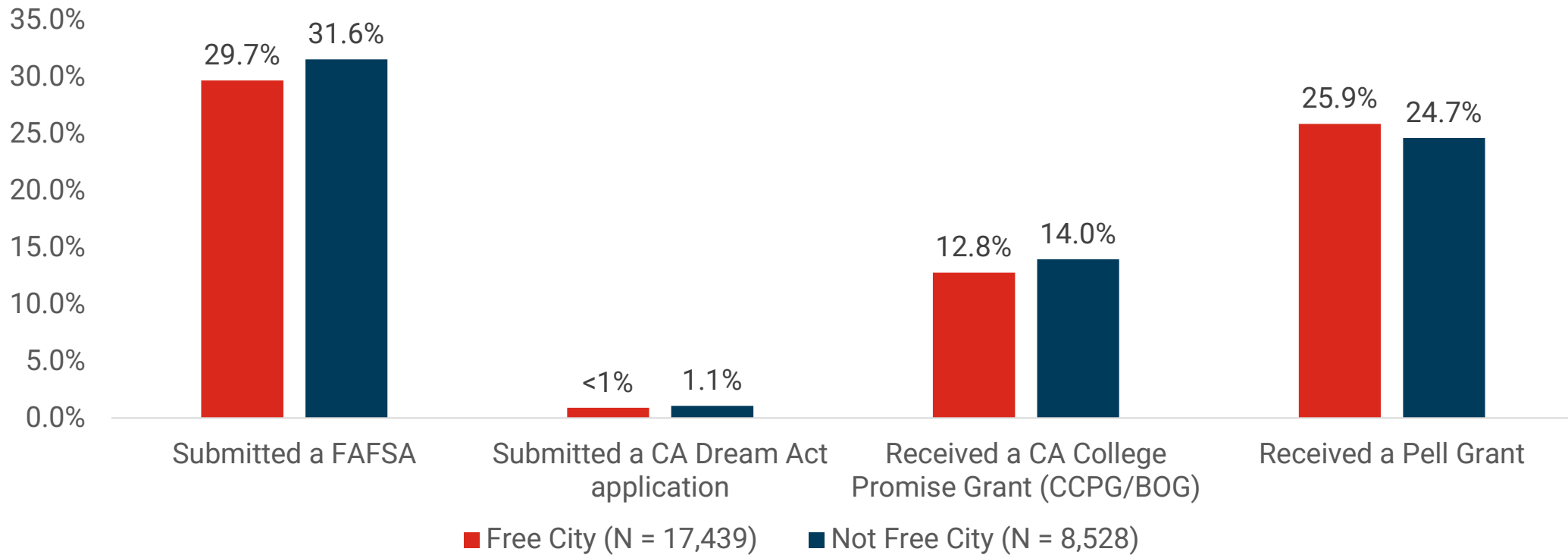
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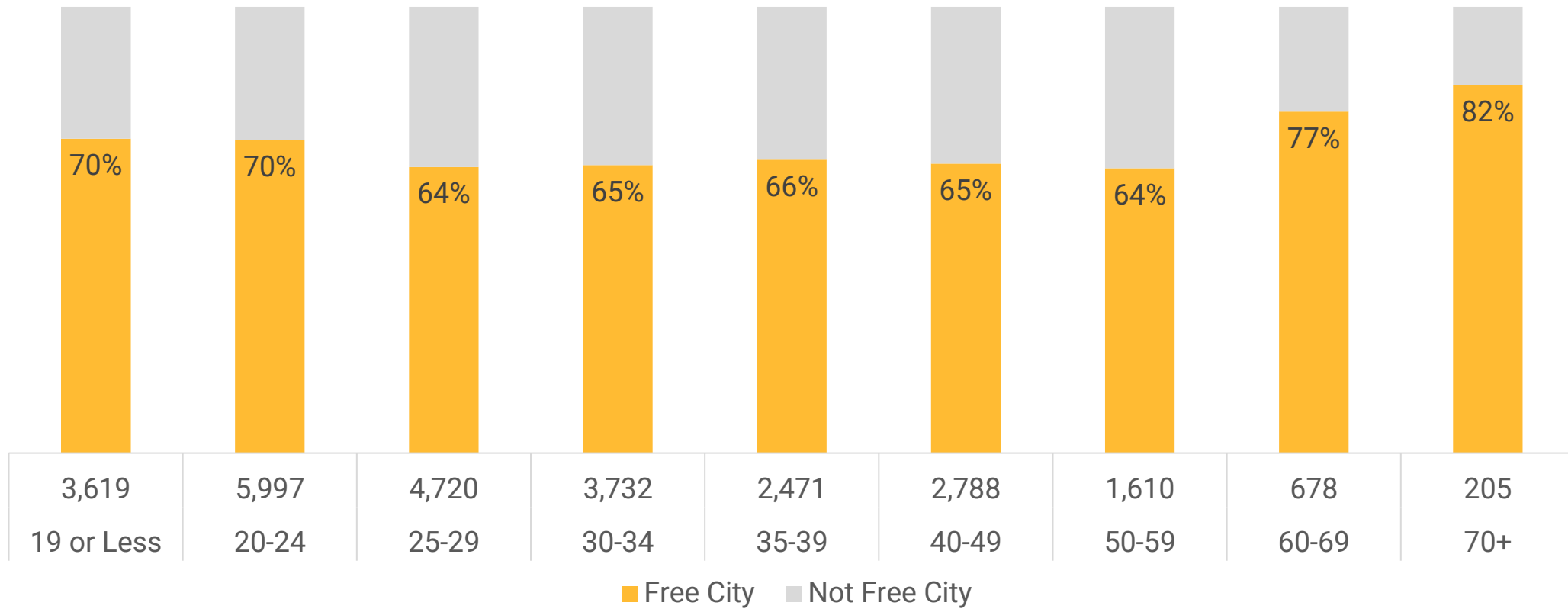


# Financial Aid Data (2021-2022)

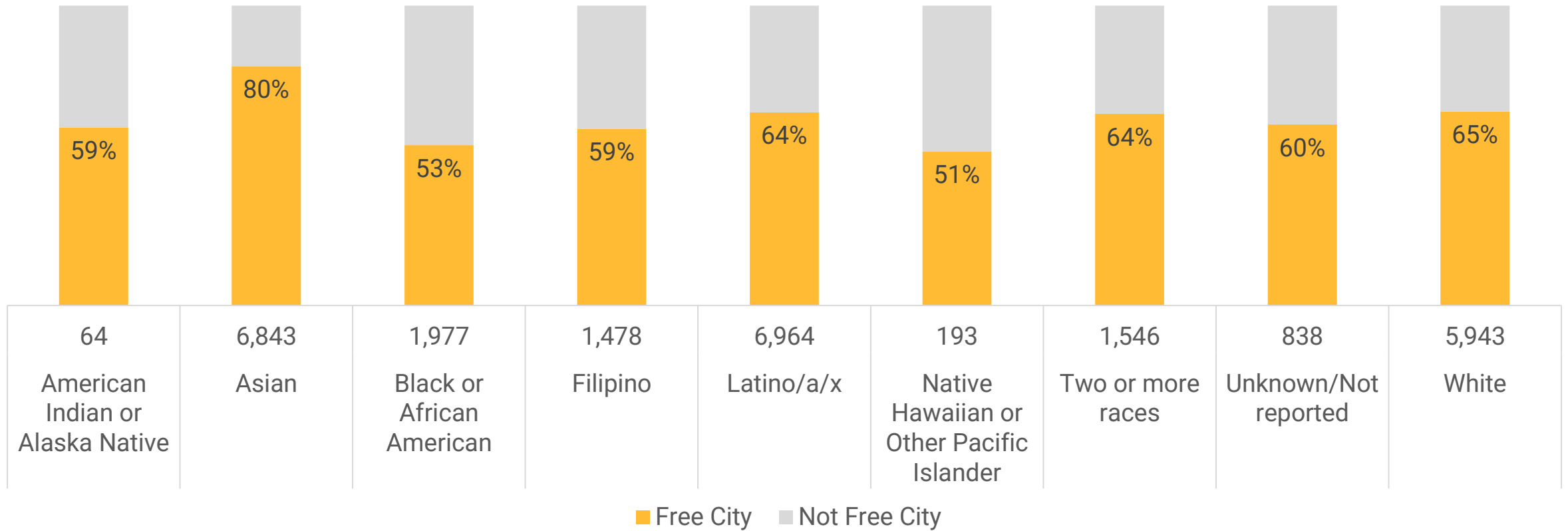
\*Financial Aid Year: Fall 2021, Spring 2022, Summer 2022



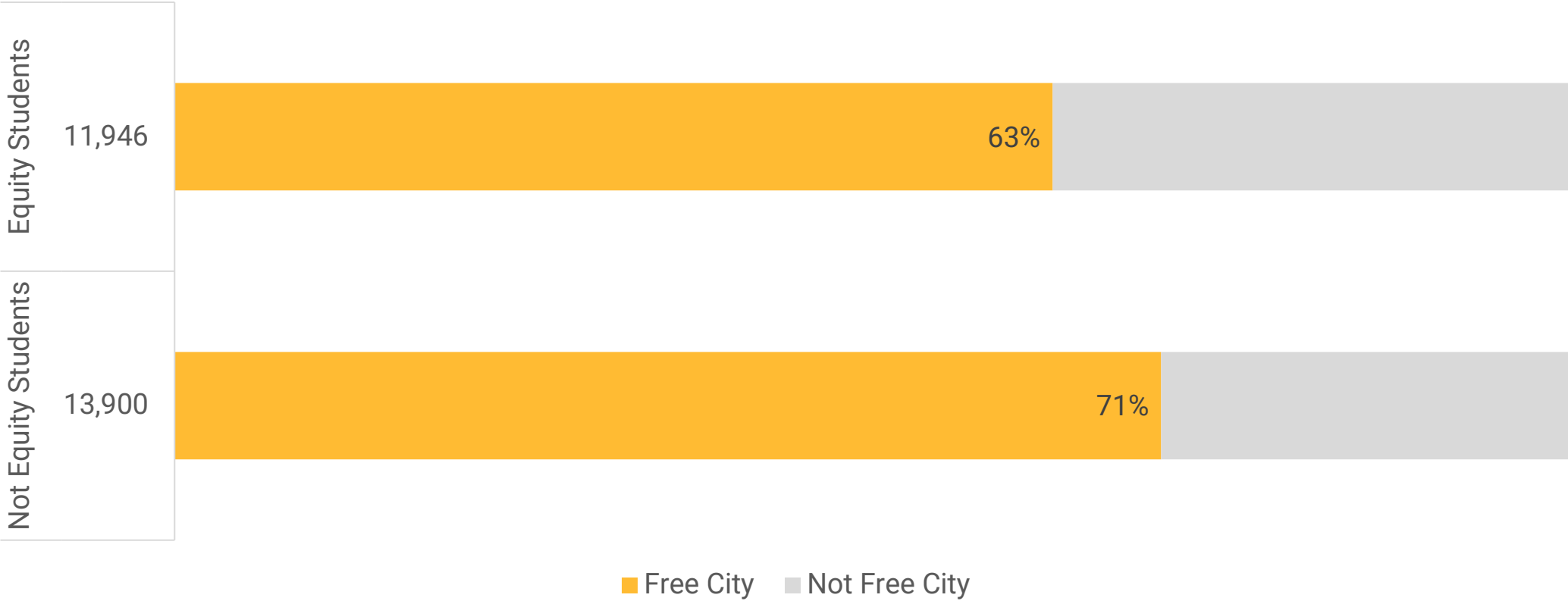
# Free City Participant Age (2021-2022)



# Free City Participant Race/Ethnicity (2021-2022)

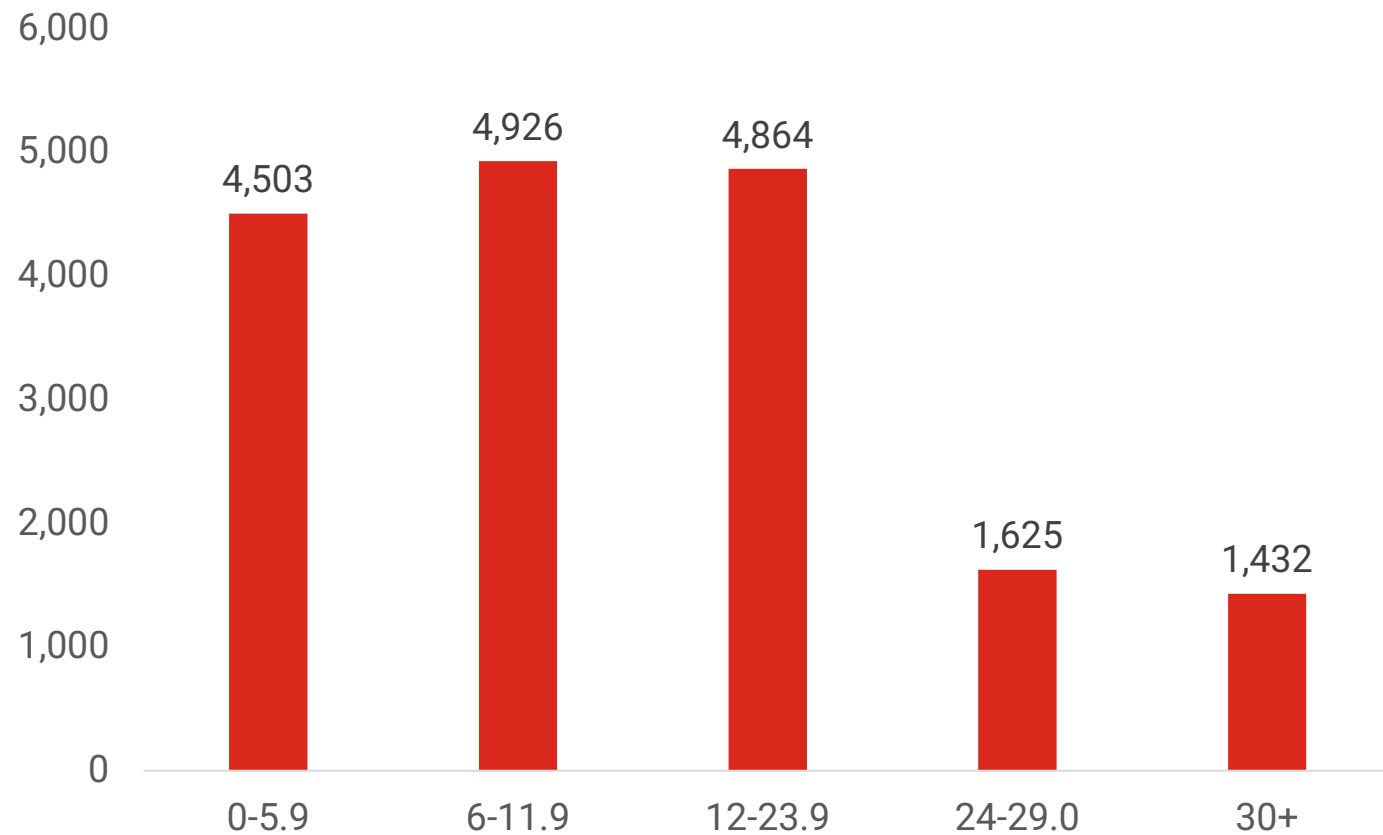


# Equity Student Participation in Free City (2021-2022)



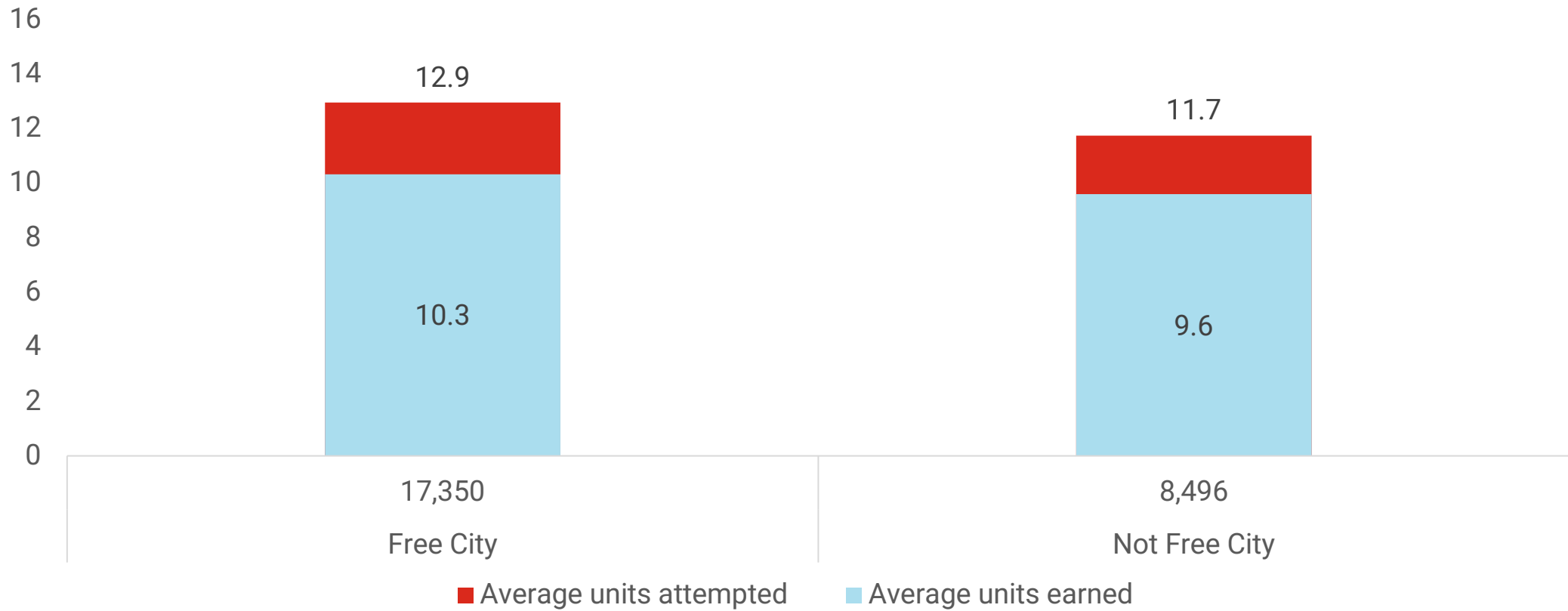
# Unit Load (2021-2022)

- 18.9% of Free City students attempted 24+ units in 2021-22
- 30.7% of Free City students attempted 12+ units in at least one term in 2021-22



# Average Units Earned (2021-2022)

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# Areas of Opportunity

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- Make the case for advancing City College's institutional commitment to students' financial stability
- Partner with key communities to increase awareness of Free City benefits and encourage enrollment
- Interrogate and improve application process for tuition waiver and cash grants
- Strengthen “nontraditional” students' FAFSA submission
- Dedicate staff to the program



# Definitions

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- **Free City student:** any student who received a Free City tuition waiver or a Free City grant and who was enrolled in the 2021-2022 academic year
- **Academic year:** includes summer 2021, fall 2021, and spring 2022 terms
- **Financial aid year:** includes fall 2021, spring 2022, and summer 2022 terms for the 2021-2022 reporting year
- **Student Equity groups in this dataset:**
  - American Indian or Alaskan Native
  - Black or African American
  - Filipino
  - Latino/a/x
  - Native Hawaiian or other Pacific Islander
  - Foster youth
  - Students with disabilities
  - Students experiencing homelessness
  - LGTBQ+

# Free City College Annual Report

2021-2022

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- Next Steps..... 16

# Introduction

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2021-2022 marked the fifth year of Free City program implementation. A joint effort of the City and County of San Francisco (the City) and City College of San Francisco (City College), this initiative offers residents a tuition-free college education, regardless of income, age, or academic standing (see sidebar).

**In the years since the program's launch, nearly 114,000<sup>1</sup> students have benefited from Free City. And in 2021-2022, two thirds of City College's credit students received free tuition.**

No doubt, the COVID-19 pandemic has caused tremendous disruption to higher education, which has direct implications for Free City. More students – both current and prospective – are confronting financial hardship and struggling to make postsecondary education a reality. Some are questioning the value proposition of college altogether. State and national evidence indicates that historically marginalized groups are most impacted. Like other institutions across the country, City College has experienced an unprecedented enrollment decline and is grappling with the best way to deliver educational programming and support services given the current environment.

As a result, the intentions of Free City remain relevant now more than ever: (a) facilitating economic mobility for low-income families and communities of color through pursuit of postsecondary credentials, and (b) supporting institutional efforts to increase completion among students experiencing opportunity gaps at the college.<sup>2</sup> The 2021-2022 data has important implications as the Free City Oversight Committee considers ways to further center equity in the program's design and delivery to achieve these goals.

## FREE CITY PROGRAM GOALS:

- Improve higher education access for all San Franciscans by reducing financial barriers.
- Support pathways to college credentials (while breaking the school to prison pipeline).
- Cover tuition and reduce student debt – with an eye toward helping individuals from low-income households stay in school.
- Leverage the strength of the community college system and stabilize declining enrollments.

## Reader's Guide

It is in this context that City College shares the Free City Oversight Committee this latest annual update on the program. This report provides a snapshot of overall student enrollment and use of Free City; student characteristics, including their financial aid status; and student course-taking during 2021-2022. It concludes with potential next steps for program planning and operations in the near term. This report seeks to support the Oversight Committee's current efforts to further position the program to revitalize enrollments and increase more equitable college access and outcomes among key community groups.

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<sup>1</sup> May include some duplicated students; count total from each year.

<sup>2</sup> Student groups that are unjustifiably experiencing lower outcomes compared to the total student population.

# Free City Program Impact 2021-2022

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## Key Highlights

In 2021-2022...

- **Students' use of the Free City program dropped, along with a continued decline in CCSF's enrollment.** Two thirds of the credit student population leveraged Free City benefits in 2021-2022, despite a growing base of evidence that financial concerns are a major barrier to students' enrollment and retention. Roughly three-quarters are eligible.
- **No change occurred in the proportion of students accessing Free City cash grants.** Most students participating in the program continued to receive a tuition waiver only.
- **Fewer students from younger age groups utilized the program** while a greater proportion of older students took advantage of Free City benefits compared to the prior year.
- **Along with the overall drop in Free City use, the proportion of key equity populations participating in Free City also declined;** fewer Black/African American, Latina/o/x, Native Hawaiian or Other Pacific Islander, and American Indian or Alaskan Native students participated in Free City compared to the prior year.
- **While the proportion of students submitting a Free Application for Federal Student Aid (FAFSA) remained relatively unchanged, the percentage of students receiving a Federal Pell Grant more than doubled.** While not surprising given the impacts of the COVID-19 pandemic on students' financial stability, this finding points to a disconcerting rise in the percentage of students experiencing extreme economic hardship.

**Still further, it points to additional questions about the process for accessing Free City cash grants.** A higher proportion of students are receiving California College Promise Grant (CCPG) fee waivers as well as Federal Pell Grants than are receiving Free City cash grants, which indicates more students may be eligible for cash grants through the program than are tapping these resources.

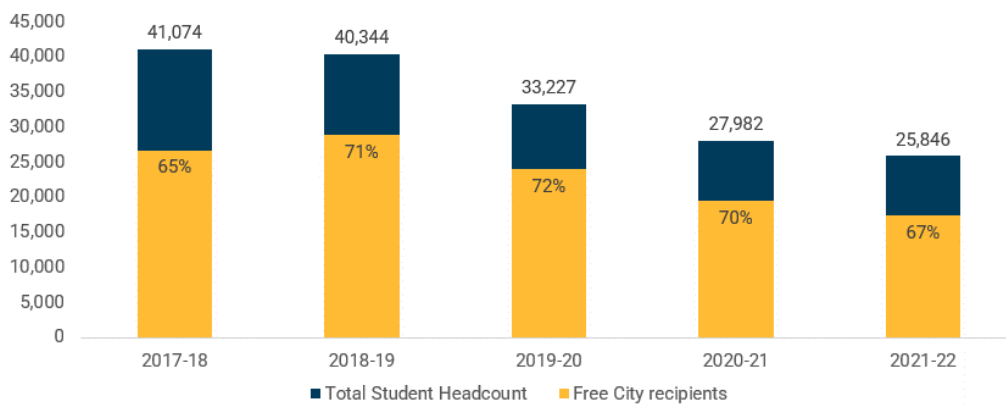
- **Course-taking data indicates that students' participation in Free City relates to some positive college-going behaviors.** As in past years, students receiving Free City benefits enroll mostly part time but take more units than their peers who do not participate in the program. Further, they pass their courses at similar rates.

## Student Enrollment

City College has experienced a decline in enrollment over the past five years, with more pronounced year-over-year decreases since the start of the COVID-19 pandemic (see Figure 1). **In 2021-2022, 25,846 students enrolled in credit courses at CCSF**, the lowest number since the launch of Free City. While this pandemic-era trend aligned with other community colleges across the country during the reporting period, it calls into question what San Francisco residents know and understand about the unique opportunity to attend the college tuition-free.

**Nearly 17,320 students participated in Free City at some point in 2021-2022 – 67% of City College’s overall credit student population for the academic year.** This proportion was lower than in recent academic years and was the lowest since the first year of the program in 2017-2018. Roughly 75% of City College’s credit students are San Francisco residents, which means that over the course of the year, 8% fewer students participated than were eligible.

### Annual Headcount



**Figure 1. Proportion of Credit Students (Unduplicated) Participating in Free City Annually, 2017-2018 through 2021-2022**

Looking at students’ use of Free City by term shows even lower participation rates compared to the proportion eligible (see Figure 2). Roughly 57% of credit students received Free City support in fall 2021 – a gap of nearly 18% percentage points between those who *could* receive program benefits and those who *did*.

Positively, the proportion of credit students applying for the program rebounded somewhat in spring 2022 to 63%. At the same time, these **term-by-term participation rates continue to highlight the opportunity to ensure that every eligible student is aware of and takes advantage of the program each term.**

# Term Headcount

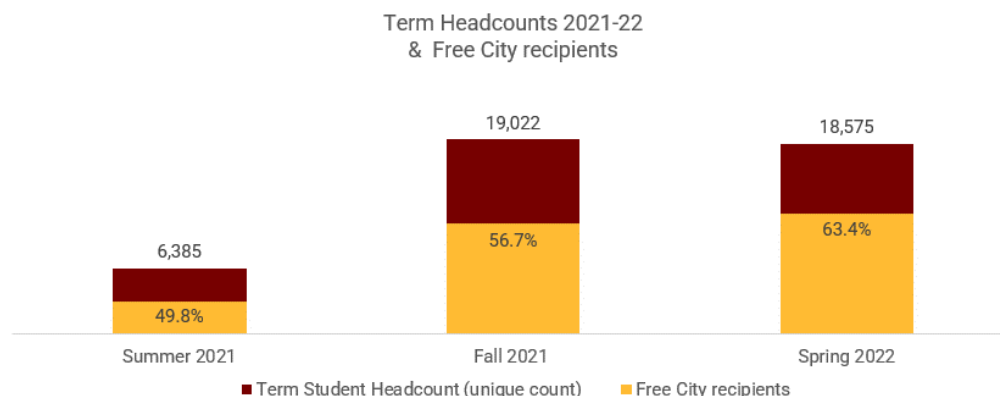


Figure 2. Proportion of Credit Students (Unduplicated) Participating in Free City by Term, 2021-2022

## TYPE OF FREE CITY SUPPORT RECEIVED

Students are eligible for Free City benefits based on confirmation of a San Francisco address and qualification for in-state tuition (given California residency or non-resident exemption).<sup>3</sup> Students must apply for Free City when registering each semester, completing a brief application in the online student portal. City College awards program benefits as follows:

- Students receive a tuition waiver in the amount of \$46/unit (paid for by the City's allocation to the Free City program); they do not receive any cash assistance. The largest proportion of the credit student population fell into this category in 2021-2022.
- In addition to receiving a tuition waiver, students who have demonstrated financial need based on their application for the California College Promise Grant (CCPG) can also secure a \$46 cash grant for *each* unit they take. Eligible students must complete a separate application to access a Free City cash grant each semester, and are strongly encouraged to complete the FAFSA in order to access all resources for which they are available.

Because the academic year and financial aid year do have a direct overlap<sup>4</sup>, it is possible for students to receive (a) a tuition waiver only during one term, AND (b) a tuition waiver plus a cash grant during another term.

As Figure 3 shows, when breaking out the overall credit student headcount for 2021-2022 by the proportion receiving these different types of Free City benefits...

<sup>3</sup> Find more information at <https://www.ccsf.edu/paying-college/free-city>.

<sup>4</sup> Financial aid year is based on a fall, spring, summer term schedule, which differs slightly from the academic year (based on a summer, fall, spring term schedule).



- **About one half of City College’s credit students received a Free City tuition waiver.**
- **One third received no Free City benefits** – either because they did not complete an application or were not eligible given residency outside of San Francisco.
- **Less than one fifth received a Free City cash grant** at some point in the academic year.

These findings are similar to prior program years.

## Type of Free City Support

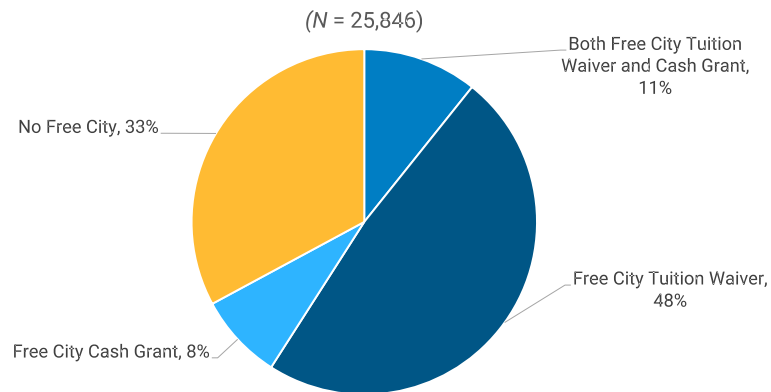


Figure 3. Proportion of Credit Students (Unduplicated) Receiving Free City Tuition Waiver, Free City Grant, Both Free City Waiver and Grant, or No Free City Benefits, 2021-2022

## Student Characteristics

City College student demographics remained relatively stable in 2021-2022. At the same time, we did observe some shifts in participant age and race/ethnicity when disaggregating by student characteristics compared to the prior year.

### AGE

When disaggregating 2021-2022 program participation by age (see Figure 4)...

- **City College's oldest student groups (60–69 and 70+) were most likely to apply** for free tuition by far (77% and 82% respectively).
- **Students in the middle of the age distribution (25–59 years) were least likely to receive Free City support**, despite making up the largest proportion of credit students overall.
- **The proportion of older student groups tapping Free City benefits increased while the percentage of younger students accessing the program decreased** compared to the prior year. For example, participation among students aged 70+ grew by 4 percentage points but dropped by 4 percentage points among those  $\leq 19$  years.

While students at either end of the age distribution are persistently more likely to participate in Free City than those in the middle, the variation between groups flattened out a bit in 2020-2021. That said, differences returned in 2021-2022, particularly given increases in the proportion of older student groups taking advantage of the program.

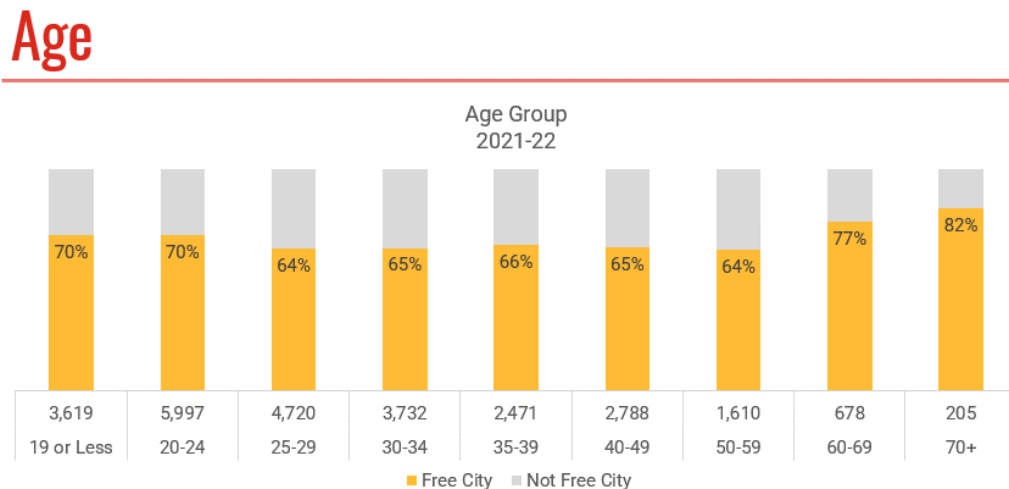


Figure 4. Proportion of Students Participating in Free City by Age Group

## GENDER

When disaggregating 2021-2022 program participation by gender (see Figure 5)...

- **Students who identified as female continued to participate at the highest rate while those who identified as male were least likely to receive free tuition.** This finding generally aligns with participation by these gender groups in other City College support programs.
- **Free City use among both women and men dropped somewhat over the prior year** (likely a reflection of the overall drop in participation); 71% of women participated in 2021-2022 vs 74% in 2020-2021, and 62% of men participated compared to 65% the prior year.
- **Participation among non-binary students remained relatively unchanged.**

At the same time, the persistently lower percentage of students who identified with a gender other than female and who participated in Free City points to a continued opportunity to raise program awareness and use among these gender groups.

## Gender

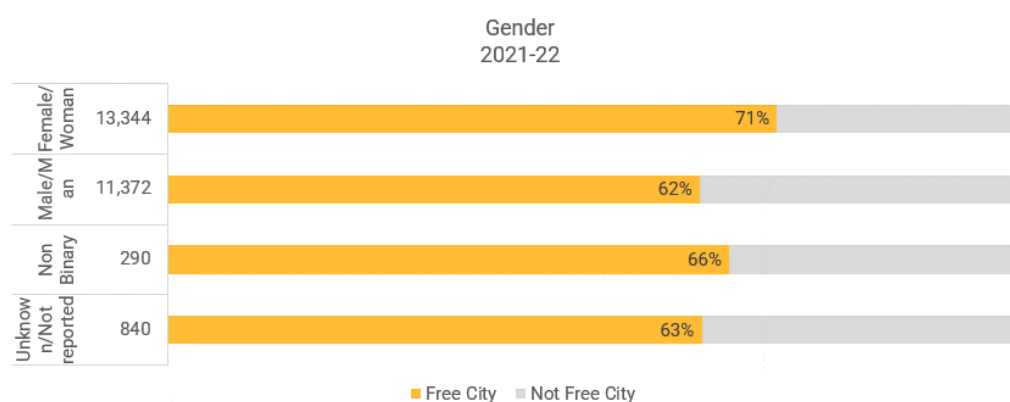


Figure 5. Proportion of Each Gender Participating in Free City

## RACE/ETHNICITY

When disaggregating 2021-2022 program participation by race/ethnicity (see Figure 6)...

- **Free City use declined among all racial/ethnic groups except among Asian students,** whose participation held steady compared to the prior year.
- **Asian students were still mostly likely to use Free City by a considerable margin (15-16 percentage points),** compared to groups with the next highest participation rate: White and Latina/o/x students and students who identify with two or more races.

- Students who identify as American Indian or Alaskan Native, Black or African American, and Native Hawaiian or other Pacific Islander – all equity populations identified by City College – not only experienced some of the lowest rates of participation but also the most significant drops in Free City use compared to 2020-2021 (5-6 percentage points).

## Race/ethnicity

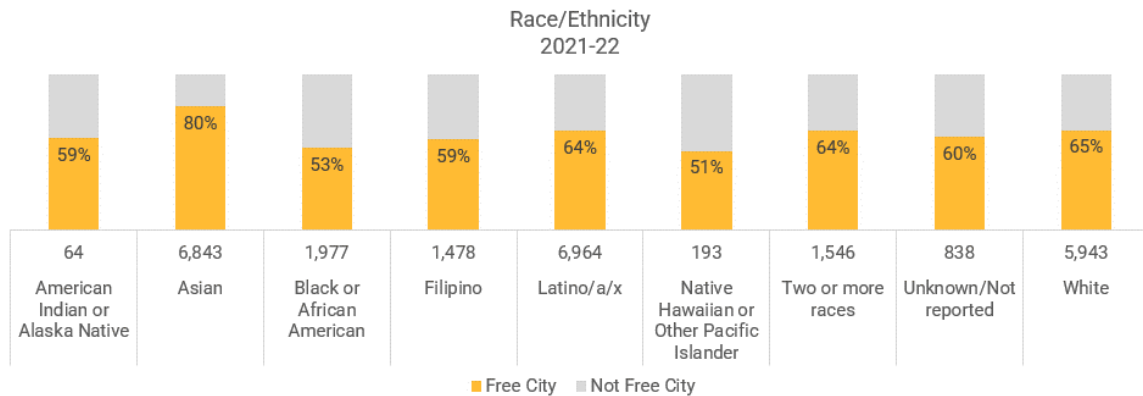


Figure 6. Proportion of Students Participating in Free City by Race/Ethnicity

While participation declined for both equity and non-equity groups, **equity students continued to participate in Free City at lower rates than non-equity students (see Figure 7)**. This trend has persisted since the launch of the program and is troubling given the explicit interest in leveraging Free City to increase equitable access and retention. At the same time, it is not surprising given that there has not yet been an intentional strategy developed for explicitly centering equity in the program. These findings reinforce the important equity planning work City College and the Oversight Committee intend to undertake in 2023.

# Equity/not equity students

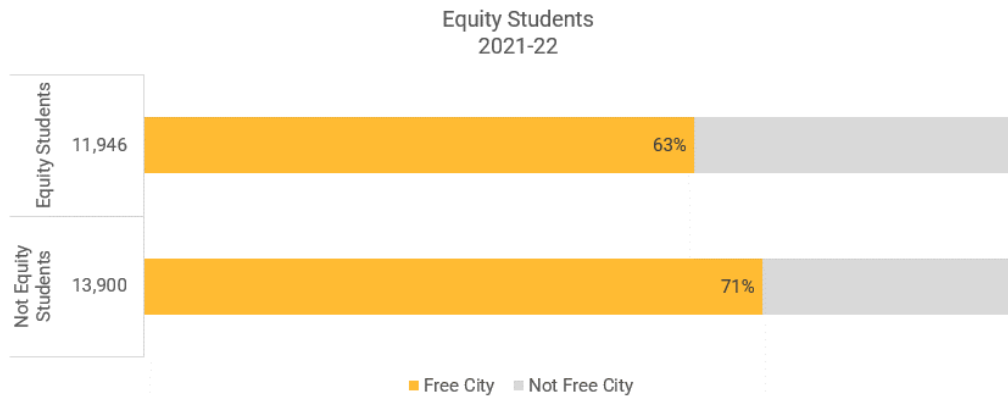


Figure 7. Proportion of Equity Group Students Participating in Free City Compared to Non-Equity Group Students

## ZIP CODE

As Figure 8 shows, the greatest share of Free City participants lived in the 94112 zip code where Ocean campus is located, followed by strong representation from the Inner Mission/Bernal Heights, Bayview/Hunters Point, Sunset, and Visitacion Valley/Sunnydale neighborhoods. These data remained relatively unchanged from prior years since the launch of Free City. This trend indicates that **Free City has not specifically impacted the enrollment of students from any one part of San Francisco.**

# Top Zip Codes of Free City Students

San Francisco zip/Neighborhood	% of Free City Students in the zip code
94112 - Ingleside/Excelsior/Crocker-Amazon	15%
94110 - Inner Mission/Bernal Heights	8%
94124 - Bayview/Hunters Point	7%
94122 - Sunset	7%
94134 - Visitacion Valley/Sunnydale	7%
94116 - Parkside/Forest Hill	6%
94121 - Outer Richmond	5%
94132 - Lake Merced/Stonestown	4%
94103 - South of Market	4%
94109 - Polk Gulch/Russian Hill/Nob Hill	4%
94118 - Inner Richmond	3%
94102 - Hayes Valley/Tenderloin/North of Market	3%
94117 - Haight-Ashbury/Cole Valley	3%
94115 - Western Addition/Japantown/Pacific Heights	3%
94114 - Castro/Noe Valley	3%

Note: Remaining zip codes have less than 3% each

Figure 8. Proportion of Free City Participants by San Francisco Zip Code, 2021-2022

## Student Financial Aid

Completion of the FAFSA for both Free City participants and non-Free City students remained relatively low at around 30% for the year.<sup>5</sup> At the same time, **the percentage of students receiving a Federal Pell Grant more than doubled in 2021-2022 compared to the prior reporting period, regardless of their Free City status.** Around 25% of credit students who completed a FAFSA received this type of aid during the reporting period versus less than 12% in 2020-2021 (see Figure 9).

## Financial Aid Data

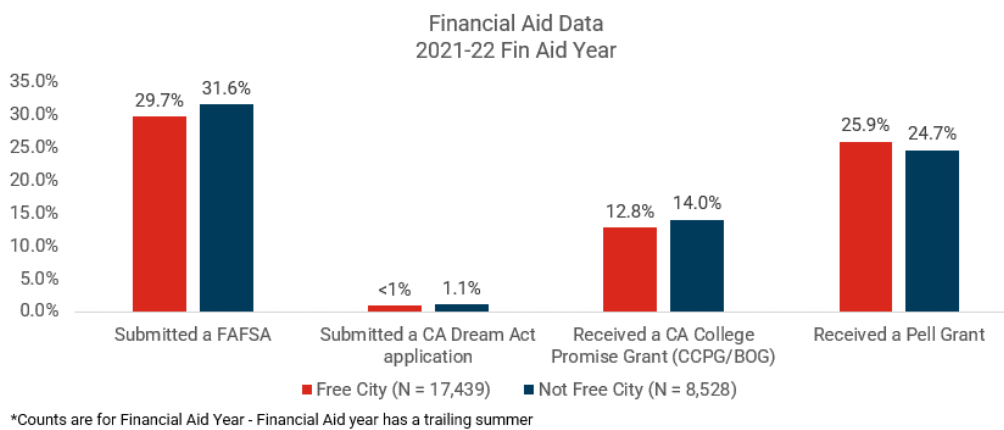


Figure 9. Proportion of Free City Participants Submitting a FAFSA and Receiving Financial Aid Compared to Non-Free City Students, 2021-2022 (Financial Aid Year: Fall 2021, Spring 2022, Summer 2022)

**City College’s low enrollment combined with a robust body of evidence on financial barriers as a primary deterrent to students’ postsecondary education creates a new level of urgency to think differently about encouraging students’ FAFSA completion.**

It is not surprising that more students qualified for a Pell Grant given the ongoing impacts of COVID-19 on students’ financial stability during the reporting period. At the same time, this finding seems particularly concerning given that this source of aid is specifically for undergraduate students with “exceptional” financial need.<sup>6</sup> Further, it calls into question the financial concerns that roughly 70% of the student body might have but that remain unaddressed due to their lack of FAFSA submission.

Still further, these findings also point to potential challenges with the process for accessing Free City cash grants. Given that the proportion of credit students receiving Federal Pell Grants

<sup>5</sup> As a reminder, financial aid year is based on a fall, spring, summer term schedule (rather than the summer, fall, spring term schedule of the academic year).

<sup>6</sup> Find more information on the Federal Pell Grant program at <https://studentaid.gov/understand-aid/types/grants/pell>.

increased, those eligible for Free City cash grants also presumably increased. Yet, the percentage of students receiving this Free City benefit did not change over the prior year. **These findings provide further evidence that students with significant financial hardship are missing out on critical resources to support their education – Free City and otherwise.**

A growing evidence base reinforces that FAFSA completion supports college going, and models exist for linking FAFSA submission to college promise programs. For example, Tennessee has generated some of the highest FAFSA submission rates among high school seniors in part by offering free community college tuition.<sup>7</sup> Beginning in 2022-2023, California will begin requiring FAFSA completion for any student to graduate from high school.<sup>8</sup> At the same time, City College serves a significant population of students who are returning adults and whose needs differ from that of a recent high school graduate. Given the large proportion of “nontraditional” students attending the college, finding ways to increase their FAFSA completion and access to all forms of financial assistance – traditional aid, private resources, and public benefits – also seems paramount.<sup>9</sup>

And, as discussed recent annual reports, a persistently low rate of FAFSA submission impacts students and City College alike. Like its students, City College also fails to tap important financial opportunities that are determined by the proportion of students enrolled at the institution whose FAFSA demonstrates financial need. Supplemental allocation dollars – awarded under the California Community Colleges’ Student Centered Funding Formula and based on the number of students receiving Federal Pell and state California College Promise Grants – go underutilized too. Given ongoing budgetary constraints, it is logical that City College would strengthen students’ FAFSA submission to address these financial barriers and leverage these fiscal opportunities.

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<sup>7</sup> <https://www.forbes.com/sites/civcnation/2018/08/01/how-tennessee-is-proving-fafsa-completion-leads-to-a-college-going-culture/?sh=4c4256666598>

<sup>8</sup> <https://www.csac.ca.gov/post/ab-469-fafsacadaa-completion-requirement-and-opt-out-form>

<sup>9</sup> <https://www.clasp.org/sites/default/files/public/resources-and-publications/publication-1/bolstering-non-trad-students-formatted-paper-final.pdf>



# Student Academic Outcomes

## UNITS ATTEMPTED AND EARNED

When looking at students' unit load in 2021-2022 (Figure 10)<sup>10</sup> ...

- **Free City participants generally enrolled part time like most City College students;** the vast majority took less than 24 units over the course of the year.
- **Yet, they attempted more units as part-time students than those who did not participate in the program.** For example, roughly 56% of students who received free tuition took between 6 and 24 units versus 47% of those who did not.
- **On the other hand, slightly fewer program participants attempted a full-time load (12+ units) during at least one term, compared to those who did not take part in Free City (30.7% vs 34.6% respectively).**

As in past years, the availability of free tuition did not appear to significantly change students' decision-making about full-time enrollment in 2021-2022. Creating systems to (a) better understand the array of financial barriers impacting a student's course-taking, and (b) connect them to all financial resources they are eligible for – Free City included – may help students see full-time enrollment as more financially attainable.

## Unit Load

- 18.9% of Free City students attempted 24+ units in 2021-22
- 30.7% of Free City students attempted 12+ units in at least one term in 2021-22

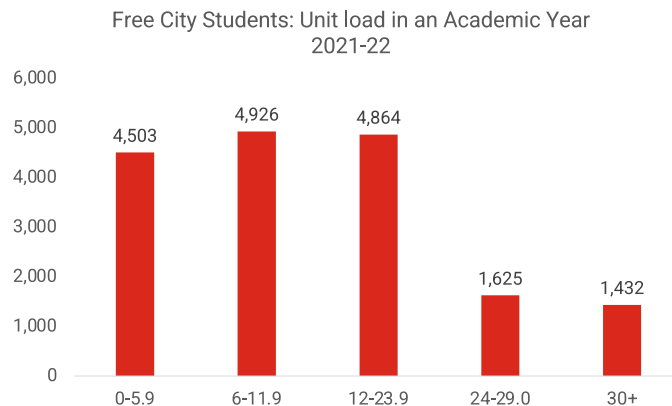


Figure 10. Annual Attempted Unit Load of Free City Participants

<sup>10</sup> Recent annual reports have included award completion metrics; however, due to the timing of the 2021-2022 report, complete data were not available and were therefore omitted for this summary.

When looking at the proportion of units earned, Free City participants passed their courses at similar rates as their non-Free City peers, continuing to reinforce that the college's free tuition does not dissuade course completion (Figure 11).

## Average Units Earned

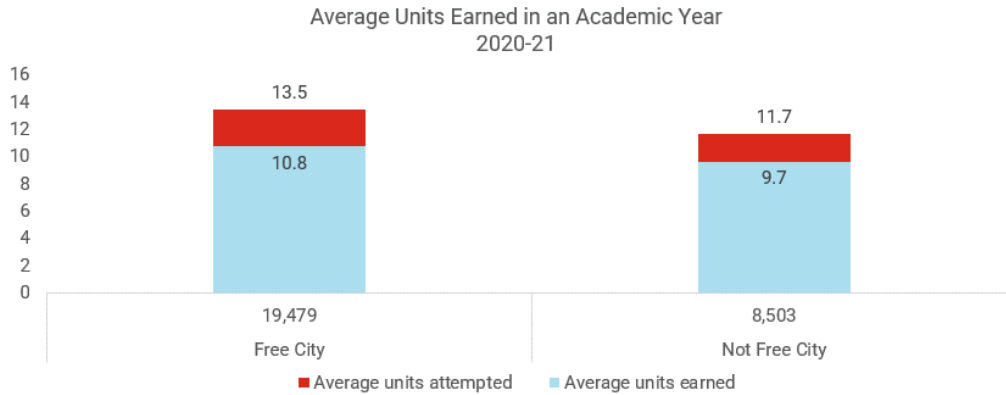


Figure 11. Average Units Earned in the Academic Year by Free City Participants Compared to Non-Free City Students

## Next Steps

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Trends in Free City participation in 2021-2022 indicate that the program is at an important juncture. The City has made a laudable investment in improving access to postsecondary education for San Franciscans, and a majority of City College's credit students routinely benefit from this effort. Moreover, annual data and initial findings from The Research and Planning Group for California Community Colleges' (The RP Group) equity impact study conducted in 2022 indicate that Free City participants take more units and enroll in more terms than those who do not take part in the program.

At the same time, simply stated, Free City is not yet contributing meaningfully to stabilizing enrollment, and it is not yet designed and implemented as an equity program. No doubt, tuition is only one aspect of the calculus students must make when deciding to enroll for the first time, continue their studies, or return after a break from higher ed. And while the impacts of the COVID-19 pandemic on equitable college enrollment, persistence, and completion cannot be ignored, other evidence points to multiple opportunities to leverage the Free City program to improve these metrics and outcomes.

Data indicate that students are not taking full advantage of the program, whether it be accessing these benefits each term or regularly tapping both the tuition waivers and cash grants for which might be eligible. Still further, priority student groups called out in the college's Student Equity and Achievement Plan (SEAP) are not receiving Free City benefits at the same rates as their peers who do not identify as part of an equity population. All the while, recent data suggests that students are experiencing more – not less – economic hardship.

The Oversight Committee is already responding in significant ways to the success and learning generated by the program's first five years. It has pledged to further align the program with the SEAP, and the effort to set equity-related goals with the support of The RP Group in 2023 is an important next step. This 2021-2022 data continue to point to other opportunities for centering students' experiences in program design and delivery and better operationalizing the commitment to equitable access and retention in all aspects of Free City. By doing so, any student who wishes to enroll will have the confidence that college is indeed financially attainable.

Possibilities include the following.

**Institutional Approach to Student Financial Stability:** to begin making the case for a more comprehensive collegewide approach to addressing students' financial insecurity as an equitable access, retention, and completion strategy, consider...

- Using the National Center for Inquiry and Improvement's [Student Financial Stability Scale of Adoption](#) to assess the institution's progress with addressing students' financial stability at scale and establishing priorities for advancing these efforts

- Conducting focus groups to understand financial barriers impacting students' retention and their awareness of resources and supports to cover college costs and meet their basic needs at the institution, including how Free City works
- Facilitating conversations/focus groups with college personnel to explore their perception of students' financial stability issues and how they impact their retention and completion, their awareness of resources and supports to help students cover college costs and meet their basic needs at the institution, and their specific understanding of the Free City program and how it works

**Community Awareness of Free City:** to encourage college enrollment, consider...

- Establishing a marketing campaign to raise broad public awareness of both free tuition AND the possibility of cash grants for those who are income eligible
- Developing intentional partnerships in key communities and with community- and faith-based organizations that represent equity groups to share information about the program

**Student Participation in Free City:** to increase student participation in Free City, consider...

- Interrogating the Free City tuition waiver application process, understanding the mechanics of how students enroll in the program, and identifying and removing barriers that prevent students from applying
- Specifically exploring the Free City cash grant application process and obstacles to and opportunities for increasing eligible students' access to these benefits

**FAFSA Completion:** to ensure students and the college are both leveraging all available financial resources to make college financially attainable, consider...

- Making the case with college personnel about the positive impact of FAFSA completion and the merits of encouraging students' submission
- Mapping existing effective practices for supporting students' FAFSA submission at the college
- Developing information campaigns to help students understand resources available to support their FAFSA submission, with a focus on nontraditional students, priority equity populations, and students who have participated in the past but are no longer accessing these benefits

**Program Staffing:** to ensure that the next five years of Free City build on the learning of the first, consider...

- Establishing dedicated personnel who can help advance goals and objectives set by the Oversight Committee and support coherence (for students and the college) between Free City and other financial stability efforts on campus

City College appreciates the ongoing collaboration with the Oversight Committee and looks forward to collectively advancing the Free City program and deepening its impact. We are grateful for the City's continued investment and partnership in strengthening equitable access and retention outcomes for students, supporting the college's sustainability, and fostering the wellbeing of the entire community.