

SEA Annual Report Training

September/October 2019

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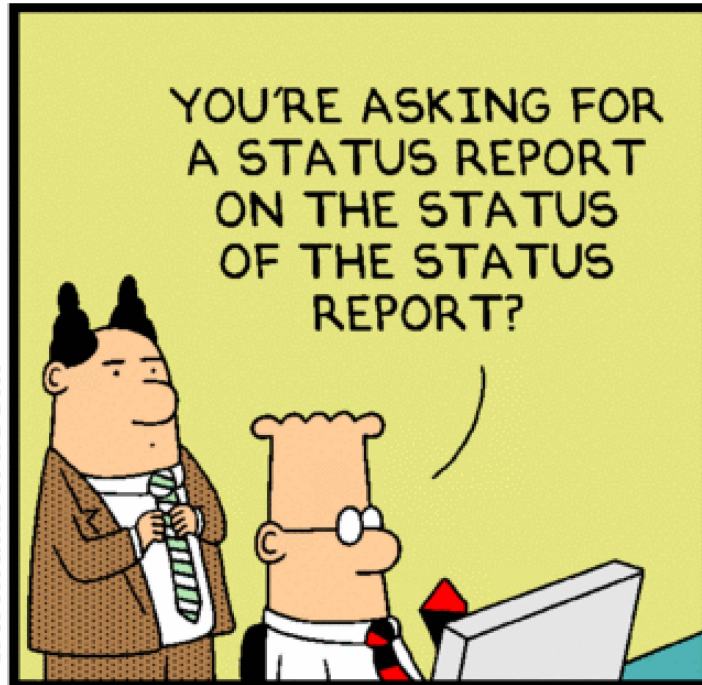
Agenda

- Welcome and Introductions
- Background:
 - Report requirements
 - Stakeholder Input
 - Timeline
- NOVA Module Walk-through
- Q & A
- Wrap-up

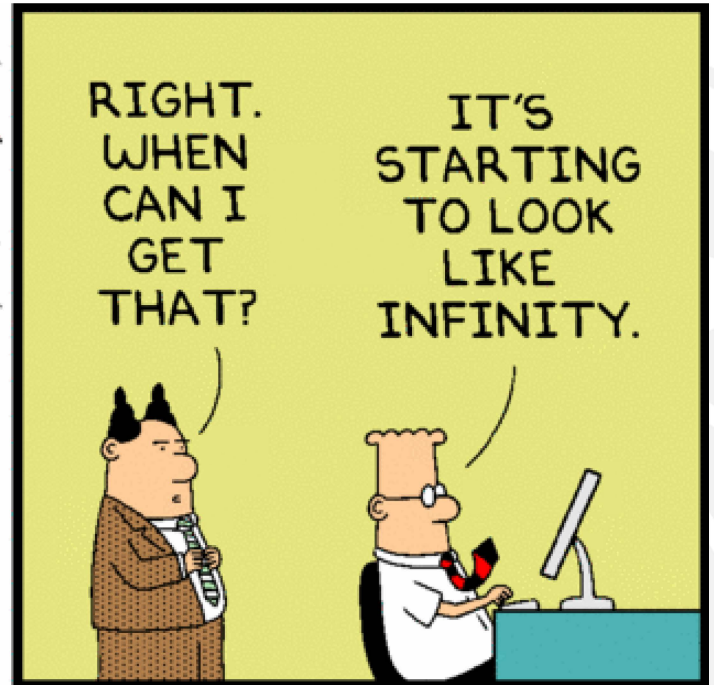




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Ch...ch...ch...changes!

- 2016-17: Basic Skills, Student Equity and SSSP Programs
 - Prior to 2017 these three categorical program existed separately
- 2017-18: Integrated Plan merged three programs
 - Intent to connect and weave equity and success efforts on campus
- 2018-19: Student Equity and Achievement Program created
 - Legislation finally pulled the programs into one bucket of funding
- Result?
 - Program guidelines and reporting deadlines/requirements have changed – several times!

Why a SEA Annual Report?

1. Satisfy legislative requirements (EDC § 78222)
2. Inform about efforts/progress related to equity and student success
 - CO to understand successes and challenges, provide support as needed
3. SEA Program expenditure management/reporting

What are the legislative requirements?

- Student Equity and Achievement Program - EDC § 78222
 - Colleges/districts required to report to CO annually (by January):
 1. *“how funding was expended in the prior fiscal year and for what specific purposes...”*
 2. *include an assessment of the progress in advancing the goals (Guided Pathways, completion goals, AB705)”*
 - CO required to submit legislative report summarizing the above annually (by April)

Stakeholder Input

- The SEA Workgroup includes:
 - Equity region representatives
 - Deans, Directors, Coordinators, Supervisors, Vice Presidents, Vice Chancellors, Assistant Superintendents, from the following areas/departments:
 - Student Equity, Student Success, Support Services, Counseling/Assessment, Institutional Effectiveness, Continuing Education, Matriculation, Enrollment Management, Administrative Services, Academic Senate
- An annual report subgroup drafted a template and recommendations to inform the design of the NOVA module
- The SEA workgroup also beta tested this new module – THANK YOU!!

Subgroup Report Recommendations

- Previously populated data/metrics/goals should be pulled into the new NOVA module – reduce data entry
- Data should be standardized for data consolidation/reporting
- Align with Vision Goals, Guided Pathways, AB 705 and SEA goals
- Include reporting on DI groups
- Reporting expenditures of actual funds by state budget categories, and percentage of funds distributed by activity/initiative

Challenge #1: Amount of data/size of report

- Goal to keep it streamlined and fairly simple
- Pull from info that is already in NOVA/less data entry
- Less narratives/more data standardization
- What could we use for the “progress” part of the report??

Transitions and Overlap

Fiscal Year	Program/Plan	Spending Period	Report
2017-2018	Integrated Plan	7/1/17-6/30/19	September 2019
2018-2019	SEA Program	7/1/18-6/30/20	January 2020
2019-2022	Student Equity Plan	n/a	n/a
2019-2020	SEA Program	7/1/19-6/30/21	January 2021

- Transition year – Integrated Plan done; new Equity Plan just entered
- Cannot wait and report on 2019-20 equity efforts – report due in January
- Student Equity Plan key component of SEA Program
- There is no Student Equity Plan “report” on progress/outcomes

Tell Your Story!

- Focus on the data in the student equity plans
 - At this time, colleges will report on activities related to DI groups
 - Colleges will NOT be reporting outcomes for equity goals
 - *Colleges will choose* the equity plan activities/DI groups to report on
- Colleges will categorize and apply a progress measurement to each activity
 - No expectation that all of your activities are fully implemented!
- Ability to provide more detail/success stories/request support

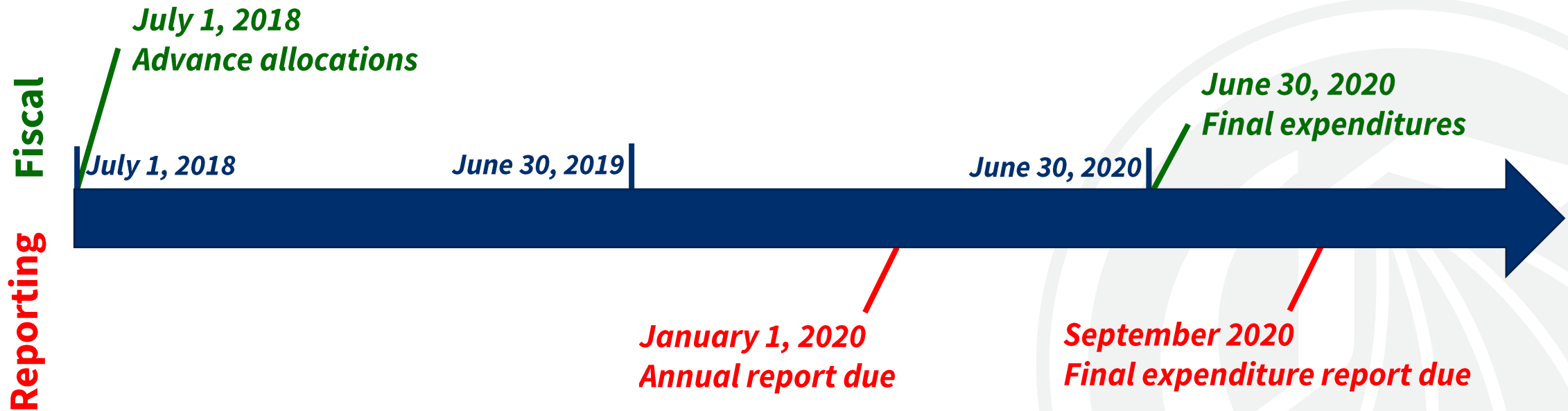
Challenge #2: Timing of the report

- Two years to spend funds - 24 months
- Colleges spend funds out of two fiscal years at any given time
- Programs have two fiscal report deadlines
 - Mid-term expenditure reporting at 12 months
 - Final expenditures due sometime after 24 months
- SEA Annual Report due each year - at 18 months
- We did NOT want you to complete three SEA reports per year

What It Was and What It Is

Program	Required Reports		
Integrated Plan	Mid-term expenditure report <i>Report any funds that will not be used; CO will re-allocate funds</i>	--	Term-end expenditure report <i>Report all expenditures by budget line item</i>
SEA Program	Mid-term expenditure report <i>Report any funds that will not be used; CO will re-allocate funds</i>	Annual report <i>Report expenditures for prior FY and progress on activities</i>	Term-end expenditure report <i>Report all expenditures by budget line item</i>
SEA Program	--	Annual report <i>Report expenditures for prior FY, AND any funds that will not be used and progress on activities</i>	Term-end expenditure report <i>Report all expenditures by budget line item</i>

18-19 SEA Report Timeline



- Annual report will be a Year 1 (July 1, 2018-June 30, 2019) report of spending by budget item
- Will also serve as a SEA mid-term expenditure report
 - Chancellor's Office will reallocate any funds you do not plan on spending
- SEA term-end expenditure report will simple and based on the mid-term reported amounts

SEA Program Timeline

July 2018 January 2019 July 2019 January 2020 July 2020 January 2021 July 2021 January 2022 July 2022

2019-2022 Student Equity Plan

SEA 18-19



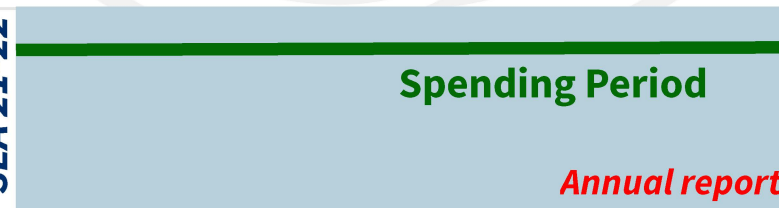
SEA 19-20



SEA 20-21



SEA 21-22



That was a lot of information!

Here's what you need to know/remember for now

- The SEA Annual Report has two MAIN components:
 1. Expenditures – 18-19 SEA YEAR 1 (July 1, 2018 – June 30, 2019)
 - Let us know what you've spent so far, and still plan to spend
 2. Progress on activities – from 19-22 Student Equity Plan
- The Annual Report is due January 1, 2020
- The 18-19 SEA term-end expenditure report is due Sept 2020
- There is no separate Student Equity Plan report

A Pause for Questions....



NOVA Module Walk-through

Ready, Set.... Go!

- SEA Annual Report module is live but beta testing is occurring
- Will be ready for data entry in mid-October
 - Announcement will be posted to SEA listserv
- Certification required by January 1, 2020
 - Reminders sent through NOVA and listserv as deadline approaches
- Recorded training session will be posted to SEA listserv
- FAQs document will be created based on training sessions

Annual Report Support



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For login issues/password resets contact
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What Next?

- SEA information coming to the Vision Resource Center soon
- SEA Term-end Expenditure Report will be available in the summer
 - Webinar training will be provided late spring

SEA Program Deadlines		
Title	Contents	Due Date
SEA Annual Report	Prior year expenditures, progress on activities serves as a mid-term expenditure report	Due January 1 annually
SEA Term-End Report	Full two-years of expenditures	Due September 15 annually
2019-2022 Student Equity Plan	Goals and activities related to overall population and DI groups	Due June 30 every 3 years <i>(next due in 2022)</i>

Q&A



Thank You!

