



## California Community Colleges Chancellor's Office Student Equity 2015-16 Expenditure Guidelines

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August 2015

### Acceptable and Unacceptable Uses of Student Equity Funds for FY 2015-16

Senate Bill 860 (2014) added Education Code Section 78220, which states, “As a condition for receiving Student Success and Support Program funding, and in order to ensure equal educational opportunities and to promote student success for all students, regardless of race, gender, age, disability, or economic circumstances, the governing board of each community college district shall maintain a student equity plan that includes all of the following for each community college in the community college district:

(1) Campus-based research as to the extent of student equity by gender and for each of the following categories of students:

- (A) Current or former foster youth
- (B) Students with disabilities
- (C) Low-income students
- (D) Veterans
- (E) Students in the following ethnic and racial categories, as they are defined by the United States Census Bureau for the 2010 Census for reporting purposes:
  - a. American Indian or Alaska Native
  - b. Asian
  - c. Black or African American
  - d. Hispanic or Latino
  - e. Native Hawaiian or other Pacific Islander
  - f. White
  - g. Some other race
  - h. More than one race

Education Code section 78220 *et seq.* and title 5, sections 54220 and 51026 outline the purpose and requirements for student equity programs: “...to close achievement gaps in access and success in underrepresented student groups, as identified in local student equity plans.”

*Student Equity Success Indicators as defined in title 5 sections 54220 and 51026, are to measure:*

- Access
- Course Completion
- ESL and Basic Skills Completion
- Degree and Certificate Completion
- Transfer

## **General criteria for expending Student Equity funds:**

Expenditures must:

- Be targeted towards the populations, goals and activities prioritized in the college Student Equity Plan as defined in statute and title 5. Targeted populations, goals and activities must be prioritized based on the results of a disproportionate impact study outlined in the Student Equity Plan.
- Meet the purpose, and address the target populations and success indicators of Student Equity as defined in statute and title 5.
- Be necessary and reasonable.

Expenditures may not be used for:

- General purposes not prioritized based on the results of a disproportionate impact study outlined in the Student Equity Plan.

## **Eligible Expenditures and Activities**

1. Targeted outreach to potential student groups and communities identified in the Student Equity Plan as being from disproportionately impacted groups, including targeted publications and outreach materials.
2. Student services and student services categorical programs that directly support improved outcomes on success indicators for target populations prioritized in the Student Equity Plan.
3. Research and evaluation related to improving student equity.
4. Hiring a student equity program coordinator and staff directly supporting and implementing student equity activities.
5. Support for student equity planning processes.
6. Food and beverages for equity related planning meetings, professional development or student gatherings.
7. Professional development, including funding of consultants to educate faculty and staff on the effects of inequities and strategies to reduce them; methods for detecting and researching inequities and their effects on college programs and local communities; improving the use of data, and effective practices and methods for addressing and improving outcomes for under-served students.
8. Developing or adapting academic or career related programs, curriculum and courses to improve student equity outcomes.
9. Providing embedded tutoring, counseling support for learning communities, and other instructional support services that do not generate FTES.
10. In-State travel in support of student equity. Out of state travel for college employees or students will be considered on a case-by-case basis, with approval from the Chancellor's Office.
11. Computers and related peripherals to be used primarily by students, excluding large scale technology projects.
12. Other Direct Student Support including books, miscellaneous supplies and materials for students, student transportation, and child care.

## **Ineligible Expenditures and Activities**

1. Construction, maintenance or purchase of buildings -- Student equity funds may not be used for the construction, remodeling, renovation, maintenance or purchase of buildings.
2. Gifts -- Public funds, including student equity funds, may not be used for gifts or monetary awards of any kind.
3. Stipends for Students -- Student equity funds cannot be used to pay stipends to students for participation in student equity activities.
4. Computers and related technology to be used primarily by faculty and staff, office supplies and furniture -- Student equity funds cannot be used for purchasing computers for use by employees, office supplies or furniture (desks, chairs, bookcases, etc.)
5. Other Administrative, Faculty or Staff Salaries and Benefits -- Student equity funds cannot be used to pay for any staff or administrative overhead costs that do not directly support student equity described in the college's approved plan, such as budget office staff, business office staff, etc.
6. Political or Professional Dues, Memberships, or Contributions -- Student equity funds cannot be used for these fees or expenses.
7. Rental of Off-Campus Space -- Student equity funds may not be used to pay for off-campus space.
8. Legal and Audit Expenses -- Student equity funds may not be used to pay for legal or audit expenses.
9. Indirect Costs -- Student equity funds may not be used to pay for indirect costs, such as heat, electricity, or janitorial services.
10. Unrelated Travel Costs -- Student equity funds may not be used for the cost of travel not directly related to student equity activities or functions.
11. Vehicles -- Student equity funds may not be used to purchase or lease vehicles.
12. Clothing -- Student equity funds may not be used to purchase clothing such as jackets, sweatshirts, tee shirts, or graduation regalia (with the exception of required work uniforms for students).
13. Courses -- Student equity funds may not be used to pay for the delivery of courses, including tutoring and supplemental instruction that generate FTES.
14. Unrelated Research -- Student equity funds may not be used for institutional research that is not directly related to evaluating or improving student equity outcomes.
15. Supplanting -- Student Equity funding may not be used to supplant general or state categorical (restricted) district funds expended on Student Equity activities prior to the availability of Equity funding beginning in the 2014-15 FY. Any direct student support provided should supplement, not supplant any services provided to students currently participating in college categorical programs and any other federal, state, and county programs.