San Francisco City College Financial Assistance
Fund Oversight Committee

Minutes

Members: Tom Temprano, Luther Aaberge, Alisa Messer, Fred Teti, Bouchra Simmons, Supervisor Gordon Mar, Conny Ford, Jay Liao (Co-Chair), Kelly Kirkpatrick, Stevon Cook

Date and Time: Thursday, January 31, 2019 (3pm-5pm)
Location: San Francisco City Hall: Room 201, 1 Dr. Carlton B Goodlett Pl, San Francisco, CA 94102

Role of Oversight Committee: The City and City College shall establish an oversight committee to review City College’s implementation of this Agreement and to prepare an annual public report for the Mayor, the Board of Supervisors, and the Agency. The Agency and City College shall provide administrative support for the Oversight Committee.

I. Call to Order and Roll Call
   A. Meeting called to order at 3:15pm.
   B. Absences: Fred Teti, Conny Ford, Stevon Cook
   C. Co-Chair Jay Liao called for introductions around the table for new members of the committee. DCYF Director Maria Su introduced DCYF Aliya Chisti to provide support to committee.

II. Adoption of the Agenda
   A. Agenda unanimously adopted.

III. Review and Approval of October 2018 Minutes
   A. Minutes approved unanimously.

IV. General Public Comments
   A. No public comment.

V. Co-Chair Election
   A. Co-Chair Jay Liao invited committee members to nominate members as Co-Chair.
   B. Member Tom Temprano nominated Member Luther Aaberge, seconded by Member Bouchra Simmons.
      Member Luther Aaberge approved unanimously as Co-Chair.

VI. Update from the Annual Report Subcommittee
   A. Co-Chair Liao and Member Alisa Messer presented an update to the committee on the progress of the Annual Report.
      - Rachel Howard from BergDavis was hired to provide support in the creating of the Annual Report
      - The goal of the report is to be completed by March 2019.
      - Member Messer shared the San Francisco City College (CCSF) Student Survey results regarding the Free City College (FCC) program. The opt-in survey was conducted Fall 2018 and saw 769 students participate. 86% of survey participants indicated they were FCC students.
      - Some survey participants indicated they did not apply for financial aid, specifying that they were not sure if they were eligible, or that they did not know why they did not apply.
      - Member Messer stated that the Annual Report Subcommittee has not conducted a complete analysis of the survey results as of yet, and asked committee members for feedback on questions.
B. Member Comments and Questions

- Member Jenny Lam asked if the background section in the Annual Report will cover information on why San Francisco took a particular approach/program design of FCC as it will help set the tone and clarify technical pieces.
- Member Lam elaborated that it should include information on what different national models were considered, and why San Francisco decided the current program design was the best fit.
- Co-Chair Liao stated that this piece will go into the introduction/background section of the report.
- Member Temprano stated that it will be worth noting that the advertising campaigns were from City College’s campaign budget and were not paid for by San Francisco tax dollars.
- Member Bouchra Simmons expressed that importance for students to be able to keep their financial aid in order to further their education.
- Member Messer noted that one of the reasons students are not applying for financial aid is because they intend to save that money for a four-year college.
- Member Temprano noted that it would be interesting to have data of costs and indirect costs accrued. Co-Chair Aaberge stated that CCSF Financial Aid Office can specify the costs.
- Member Lam asked CCSF’s Financial Aid staff, Elizabeth Coria, about the process to inform students about the financial aid process and how the guidelines are established to ensure that students have enough financial aid for the college career and how outreach is implemented.
- Elizabeth Coria stated that eligibility is determined on an annual basis and other circumstances, and that it changes every year. Outreach efforts are done annually.
- Member Temprano asked for clarification on how students are presented financial aid award information. Elizabeth Coria explained students are encouraged to access every opportunity possible.
- Member Gordon Mar noted that it is important to also include the FCC impact on City College in regards to enrollment and public support.
- Member Lam requested to have the Annual Report Subcommittee conduct a case study on one FCC Survey participant to provide a human centered focus.
- Member Simmons stated that there should be no restriction on Free City College, and that it should be free for all students, especially underserved students.
- Member Mar requested for the Annual Report to include information on drop rates. CCSF Leslie Milloy stated that it can be augmented from financial aid. Member Liao stated that the data from the survey is still being analyzed, and an updated Annual Report draft will be available at the next full committee meeting.

C. Public Comment

- No public comment.

VII. Update from the MOU Subcommittee

A. Co-Chair Aaberge reviewed the MOU amendments with the committee.

- Amendment 1 added language for Summer 2019 session and is currently pending CCSF General counsel to sign. Leslie Milloy stated that David Ries from the City Attorney’s Office drafted the first amendment, and the CCSF General Counsel had one issue with the language not specifically mentioning stipends.
- Amendment 2 will be finalized on March 15, 2019. Areas of revision include Articles 1-4, 6. The appendices will also be revised to include headcount in the invoice.

B. Member Comments and Questions

- Member Tom Temprano requested clarification regarding amendments to the MOU versus creating a new one. DCYF Leo Chyi stated that a lot of these decisions were driven by enrollment deadlines, conversation regarding the charter amendment, which made amending the MOU rather than creating a new one preferable for simplicity.
- Member Temprano asked if the approach would be the same or different without the charter amendment. DCYF Director Su said yes.
- Member Temprano requested the CCSF Board of Trustees review the MOU.
• Member Messer asked clarifying question regarding ‘good faith efforts.’ She stressed talking about the shortfall, which is different than extending the program. DCYF Director Su agreed that DCYF and the City will ensure the fidelity to the initiative is held true. Member Aaberge stated that another important component is enrollment.

• Member Lam asked for information regarding the discussions that are happening at the CCSF Board of Trustees level that will help with the fiscal picture. Member Temprano stated that FCC has driven unprecedented growth. The trustees recognize the importance of what the City contributes to the program, and that they envision a program without a deficit.

• Regular reports from CCSF Financial Aid Office has been requested.

C. Public Comment

• CCSF Jeff Hamilton asked clarifying question regarding the MOU timeline and if amendments need to be approved by the Board of Supervisors. David Ries stated that Amendment 1 does not. DCYF Director Su clarified that Amendment 1 was a technical revision and that this committee can only provide recommendations. DCYF Leo Chyi stated that the timeline was created to allow CCSF enough time to publicize to students who begin registration in May. David Ries clarified that the MOU would go as a Resolution to the Board of Supervisors. Jeff Hamilton notified the committee that there is a two-month margin of error before coming to agreement.

• DCYF Leo Chyi stated that having shared information between CCSF and DCYF regarding deadlines and requirements that CCSF has from the state level is helpful. Member Temprano expressed appreciation to DCYF and CCSF regarding shared language on reporting.

VIII. City College FAFSA Activities
A. Presentation led by City College of San Francisco Financial Aid staff.
   • For every student that receives a Pell Grant, City College receives $551.
   • Financial Aid outreach strategy targets FCC students without a FAFSA among others.
   • Financial Aid staff created a YouTube music video titled “Feeling FAFSA” posted on the City College website to engage students in completing the financial aid process

B. Member Comments and Questions
   • Co-Chair Liao expressed appreciation to City College on sharing their financial aid efforts. Co-Chair Liao asked if there has been thought into changing the administrative process of financial aid and if there is a simpler way to identify eligibility. CCSF’s Financial Aid Office tries to push students to apply for FAFSA because there is a better chance that they will be eligible for awards.
   • Co-Chair Liao stated that the committee had discussed building into the application process and using FAFSA first to capture as many students as they can to get financial aid, but that it doesn’t seem to be happening. Co-Chair Liao asked if there has been any thought at CCSF to change the current process. Elizabeth Coria stated that it is difficult and if the committee wants to consider requiring FCC to ask students certain questions if they meet the income eligibility level.
   • Member Simmons expressed that City College should be free for credit and non-credit students.

IX. Future Agenda Items
A. No items discussed.

X. Adjournment
A. Meeting adjourned at 5:07pm.