

Victor Phang
Director of Education

To: ASI Board of Directors

From: Victor Phang
Director of Education

Subject: November 2021 Board Report

General Information:

Office Hours:

T & Th: 3pm - 4:30pm @ University Union 3rd Floor, Room 3250

W: 5pm - 6pm @ csus.zoom.us/my/sacstateasiedud

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A Special Note to Our Hornets

Hello Hornets!

I hope that you have been working hard all semester. I have learned so much from my position by hearing about issues and concerns from constituents, and I have also learned from faculty and staff as well about the limitations to their powers to solve student issues. I want to acknowledge both students and staff who are making it through even though to the end of this semester.

I really hope that if you are struggling in your classes this semester to reach out to your professors first. Create a paper trail of evidence that you attempted or tried your best this semester. Keep in mind that these years as a student is for you to build professional communication experience and skills. If you go to verbally speak to a colleague or professor whether during class, in office hours, or out on the quad, make sure you follow up in an email or shoot a text about whatever you discussed verbally. If you are struggling emotionally or are having a difficult time in other areas of your life, reach out to our counseling resource on campus [here](#). You can find individual, group, or even peer counseling to get you through your difficult times.

Help is here at Sac State. Please shoot me an email or DM if you need help getting connected to help.

Wishing you the best for the rest of the semester,

-Victor Phang

Internal Committee Updates

ASI Student Social Justice & Equity Council

This committee has been working on our event called Student Speak: A Discussion on the Anti-Racism and Inclusive Campus Plan. We have finalized the date which is on November 29, 2021 at 3PM on ZOOM. We have also found some student representatives to speak on the panel and agreed on the questions as a committee.

University Committee Updates

APIDA Center Student Council

I spoke on the API Student Experience panel on my Lao experience going through college. APIDA is gathering phrases from the different ethnicities to create a collage of Happy Holidays or related phrases.

Grade Appeals Panel

We are working on our final appeal of the semester. I have learned so much about communication and keeping a record of your affairs from this committee. Being the only student on my panel, I really tried to push for the student's position of the appeals.

I was also successful in advocating for the use of inclusive pronouns in the appeal process. The Senate Chair has agreed to update the Grade Appeal Form without having to go through a full senate review since the change to add pronouns is an editorial one and not substantive on the policy itself. There is now a section that asks "Preferred Pronouns" so that panel members will no longer have to assume a student's pronouns based on their names.

Institutional Scholarship Committee

According to some more information on this committee, this is a spring committee, and that could be the reason why I have not been contacted or replied by the chairperson of this committee. The training session for this committee is in February, and the grading of essays will be after the deadline for Sac State scholarships which is March 2nd.

Student Success, Outcomes, and Retention Committee

On October 20, 2021, I was fortunate to recommend Bethany Penn as my designee to sit on the College of Education's Student Success, Outcomes, and Retention Committee. This is primarily a faculty committee in our college, and she is the only student representative.

On October 21, 2021, Bethany was able to attend her first committee meeting and relay the following information:

- They will hold application clinics in January for potential candidates for programs in the College of Education
 - These clinics will be held through
 - I will be suggesting in my next meeting that we help undergraduates understand their options for credential programs.
 - From experience, it is difficult to navigate all the credential options at Sac State
- There are also advising sessions about changing requirements for credential and grad programs. These sessions are targeting future credential candidates. Information is posted on the COE website.
- There are materials
- 11/5 is Substitute Teacher fair
- Karina is planning to hold small group info sessions on how to get a substitute teacher's permit for incoming credential candidates.
 - For more information about the fair and substitute permit info-sessions contact Karina
- Juan Jose is taking on CSET prep for Spanish-speaking candidates. He will be holding workshops for these prospective students, the first of which was held on the 28th of October.
 - I have reached out to Karina for any more dates for these workshops and will relay her response when I get one.
- Students taking the CPCE exam
 - There is study space for them and materials at the Student Success Center
 - They are looking at recruiting recent graduates to help mentor students studying for this exam
- GRE study materials are available at the SSC (Student Success Center)
- "TRP" funds can be used to help students' test fees for CBEST, CSETs, RICA, edTPA, CSU apply application fee, Live Scan fee, some GREs

On November 18, 2021, Bethany was able to attend another SSOAR meeting as my designee and relay the following information:

Open Forum:

- I raised the issue that candidates have just began enrolling for the Spring semester and are having difficulty registering for some of the classes. It was explained to me that this is often the case for fall because of new candidates are not enrolled until mid-June. (I will note that, although this is an explanation, it might be good to brainstorm ideas to remedy

this if it is an ongoing issue. Financial aid is a key component of retention especially for first time credential candidates.)

Updates from CoE Student Success Center:

- The undergraduate Child Development department is scheduling groups where department pre-enrolls the students in required courses based on time preferences. To achieve this they are sending out Qualtrics surveys to students for feedback on preferred times for classes. This is specifically being used for students that do not have timely registration dates so that they can finish their coursework for their degree.
- They are reviewing the changing coursework, basic skills requirements, and subject matter competencies for credential candidates.

Issues discussed that is of note for Retention and Student Success:

- Credential candidates are dropping out:
 1. There are more withdrawals this year than ever before.
 2. Many candidates are dropping from the program without having spoken to anyone about their issues.
 3. Potential reasons for retention issues are as follows:
 - Workload
 - Mental health
 - Financial Issues:
 - Karina- Our credentialing student needs include:
 - Gas
 - Money
 - Car payments
 - Rent
 - Food
 - Students should know who to contact when they face a financial need that is greater than what they have available to them.
 - Changing requirements for credentialing
 - This has created a divide between those who can withstand the financial uncertainty and those who can't. This often limits access for students of varied socioeconomic status.

Progress on Anti-Racist/Social Justice Initiative Focus Groups:

- Jessica spoke with 250 Research class that has expressed interest in holding these groups.
- Tentative Projected Schedule for focus groups:
 1. Recruitment for focus groups - January 21st

- Do the students require an incentive?
- Need to include all students mentioned in the blueprint
- Could recruit from all students and narrow the data of pertinent students mentioned in the Blueprint
- How will recruitment be achieved?
 - They will begin by corresponding with faculty about the intention, organization, and schedule of the planned groups
 - Send an announcement via the weekly mail
 - Create a flyer to share
 - Go into classes to recruit
 - Email blasts that reach students
 - Bethany will reach out to Director of Education at ASI, Victor Phang, to distribute recruitment information
 - Possibly include incentivization if necessary
- 2. Groups held - March/April 2022
 - Detailed schedule of groups is pending
- 3. Data processing and analysis - May 2022
- 4. Present - Start of Fall 2022
 - Major themes:
 - What is working?
 - What can be improved?
- 5. Faculty Analysis – Fall 2022
 - Collaborate with faculty on implementing findings

Selection Process for Student Awards:

- These are the students that receive awards at graduations
- They are recommended by professors
- The committee has opened a google doc to identify components for a rubric because the process for selecting them last year was disorganized and had trouble identifying a consensus on the criteria

Next Meeting will be dedicated to creating questions for the focus groups:

- The questions should apply to all the groups listed in the blueprint, LGBTQ, racial groups, religious minorities, and students with disabilities. I tried to make questions that did not bias the response negatively or positively.

Updates for students:

- December 2nd ASI Fall Finals kick-off will take place outside of Eureka.

- Students feeling like they might want to drop out of the program should reach out to their professors and advisors for support.
- Students with financial aid issues should reach out to financial aid advisors
 - a. Financial aid advisors can connect them with:
 - Campus food banks
 - Support for applying for CalFresh
 - Covid related housing concerns can apply for HEERF/CARES emergency grants
- Students feeling overwhelmed should be directed to mental health services through the WELL and Counseling & Diagnostic Services
- Credential candidates that feel overwhelmed by the workload of the two semester programs should seek 3 and 4 semester options through their advisors. Adjustments can be made
- A reminder: EdEquity can pay/reimburse for student exams toward credentialing requirements, fingerprinting, CSU Apply applications, RICA, and edTPA. Students should be directed to EdEquity office in Eureka Hall if they are expressing financial concern for any of these expenses related to credentialing.
- Once we have pending details of focus group schedules I will be corresponding with you about communicating to credential candidates about where and how to sign up.

Strategic Priority Updates

- 1.1.3 Promote Alumni Center & Alumni Associations' initiatives on social media
- 1.3.1 Promote internship, job & volunteer opportunities on social media
- **2.1.1 Promote campus financial opportunities (CARES grant, scholarships, etc.) to clubs and organizations – Working with the team to create short videos of resources and drafting legislation to financially support resource fair in the Spring semester**
- 2.1.2 Promote financial resources through social media and marketing
- 3.1.2 Ensure student representation on the antiracist and inclusive campus plan implementation committees and task forces
- **3.1.3 Conduct individual review of ASI Operating Rules to ensure equity and inclusion – met with Grad Director to review findings and discussed recommended edits, we are now in the process of drafting legislation**
- 3.3.2 Meet with new Chief of Police to share survey results and student concerns
- **4.1.2 Promote ASI positional accounts – at the beginning of my term I started with 313 followers on IG and now I have 408 followers (95 follower increase)**
- 4.4.1 Increase student engagement with CSSA through their meetings and initiatives
- 5.1.1 Share Food Pantry & Free Groceries Pop Up information
- 5.1.2 Support CARES office on housing initiatives
- 5.1.4 Promote and advocate for initiatives to bridge the digital divide

Current Project Updates

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- I have compiled and presented the results of the College of Education (CoE) Student Initial Survey Fall to CoE leadership. At this point Dean Sasha and Associate Deans O'Hara and Wong will use my presentation and raw data to present to the Dean Advisory Council and other related committees in the CoE as I am not available to present during their scheduled meetings. Here is a summary of the of the survey results:
- Continuing to plan the College of Education (CoE) Fall Finals Kick-Off event on December 2 from 11am to 2pm with CoE leadership, clubs, resources, and even a related Greek organization. I have gotten Student Health and Counseling to join our event as a related resource for students. Please check our flyer:
- Continuing to collaborate with CoE department chairs and Parker from CoE marketing to create Sacramento State – College of Education's Student Spotlight. Released the these Student Spotlights as of this date: Yesenia Campbell, Amber Bradley, Crystal Leftrict, and Marvin Reed via Director of Education bulletin board, Director and CoE Instagram accounts, CoE website, and Eureka Hall lobby televisions. We have a completed line up of Student Spotlights to finish off the fall semester, and we are currently in works on completing the spring semester line up.
- Started working on collaborating with Dr. Vang of APIDA and other campus partners to create a Southeast Asian Summit for the spring semester.



Office Hours

See above for office hours:

- Created flyers for my bulletin boards and social media, worked on Student Spotlight program, and created/edited CoE and ASI presentations
- Scheduled meetings and communicated with Dean, Associate Deans, campus service providers (e.g. Ronald Lutz of Counseling Services and Dr. Vang of APIDA), and new CoE faculty (e.g. Dr. Sheeva Sabati)

Meetings, Events, & Presentations

List the events, presentations, and meetings you attended, below.

ASI Meetings

10/22/21 Touch Base – Associate Dean Dr. O'Hara
10/25/21 Student Social Justice and Equity Committee meeting

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10/27/21 ASI Formal Board Meeting
10/28/21 Meeting with Ronald Lutz, Director of Counseling Services
10/28/21 Touch Base –Associate Professor Sheeva Sabati, Ph.D.
11/3/21 ASI Working Board Meeting
11/10/21 ASI Formal Board Meeting
11/19/21 Touch Base – Dean Sasha & Associate Dean Wong
11/19/21 BOD Evaluation with ASI President Samantha
11/22/21 Student Social Justice and Equity Committee meeting

Campus Events

10/29/21 API Student Experience Panel with APIDA
11/4/21 ASI Reflects on 65 years of the Student Experiences
11/9/21 CoE Ed.D presents Equity, Entrepreneurship, & Innovation
11/12/21 First Year Experiences panel for College of Education

ASI Presentations

11/1/21 Professor Morgan distributed prerecorded presentation to their classes
11/1/21 Xiaoliang Sun distributed prerecorded presentation to Chinese Student Association