

Free City College Oversight Committee

Meeting Agenda



Members: Hong Mei Pang (Co-Chair), Alan Wong (Co-Chair), Win-Mon Kyi, Heather Brandt, Patrick West, Calvin Quock, Maria Su, Dr. Lisa Cooper Wilkins, Alisa Messer, Jill Yee, Conny Ford, Malinalli Villalobos

Date and Time: Friday, April 5, 2024, 10:00 am – 12:00 pm
In-Person Meeting Location: City College (Main Campus) – MUB RM 140
50 Frida Kahlo Way, San Francisco, CA 94112

Remote Public Access (if not attending in person)

Remote public access is available via Zoom for members of the public only. To join remotely, please follow the link below. FCCOC Committee Members must attend in person unless a disability accommodation request has been submitted.

Zoom Link for **Remote Public Access ONLY:**

<https://us06web.zoom.us/j/89547390622?pwd=oltZrsQY2bwhdbEATY2rhbE8BO8ITr.1>

Meeting ID: 895 4739 0622

Passcode: 133319

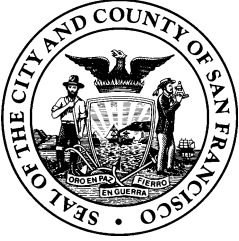
Public Comment will be heard in the following order: 1) members of the public attending in-person, and 2) members of the public attending remotely. Please contact the FCCOC Secretary at FCCOC@dcyf.org with any questions.

- 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 January 2024 Minutes** (5 min)
Action required.
- V. **Changes to the Free City College Application** (15 min)
Discussion Only
- VI. **24-25 FCCOC Meeting Schedule** (5 min)
Discussion Only
- VII. **Unfinished Business** (15 min)
 - Outstanding Fees Fund Balance Update
 - Financial Stability and Sustainability of the College Update
 - Financial and Non-Financial Benefits of Free City Update

Free City College Oversight Committee

VIII. Future Agenda Items (5 min)
Discussion Only

IX. Adjournment
Action required



Free City College Oversight Committee

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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

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. 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

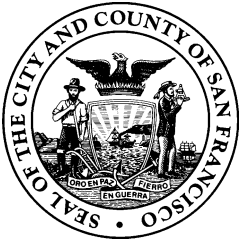
Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and/or Filipino (Tagalog) interpreters will be available upon request. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages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

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website: 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 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。



Free City College Oversight Committee

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SPANISH

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. 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

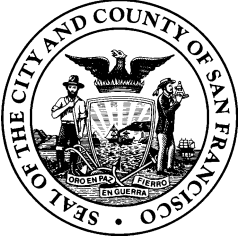
De acuerdo con la Ordenanza de Acceso a Idiomas “Language Access Ordinance” (Capítulo 91 del Código Administrativo de San Francisco “Chapter 91 of the San Francisco Administrative Code”) intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas podrán ser 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 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



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

FILIPINO

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 responsable 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 .

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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. 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

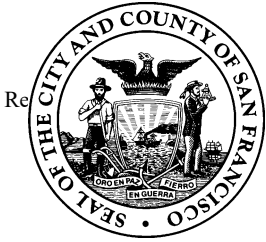
Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din 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 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.



Free City College Oversight Committee Meeting Minutes **DRAFT**



Members: Eileen Mariano (Co-Chair), Alan Wong (Co-Chair), Win-Mon Kyi, Heather Brandt, Patrick West, Calvin Quock, Maria Su, Dr. Lisa Cooper Wilkins, Alisa Messer, Christopher Brodie, Jill Yee, Conny Ford, Malinalli Villalobos

Date and Time: Friday, January 26, 2024, 10:00 AM - 12:00 PM
In-Person Location: City College (Main Campus) - Multi-Use Building (MUB), RM 140
50 Frida Kahlo Way, San Francisco, CA. 94112

I. Call to Order and Roll Call

- A. Meeting called to order at 10:03 AM.
- B. Members Present: Eileen Mariano (Co-Chair), Alan Wong (Co-Chair), Win-Mon Kyi, Heather Brandt, Calvin Quock, Maria Su, Dr. Lisa Cooper Wilkins, Alisa Messer, Conny Ford, Malinalli Villalobos, Patrick West, Jill Yee
- C. Member(s) Absent: Christopher Brodie

II. Adoption of the Agenda

- A. Agenda adopted.
- B. Member Cooper Wilkins motioned.
Member Ford seconded.

III. General Public Comments

- A. Public comment: S. Robinson
 - Doesn't make sense that enrollment is down, especially since City College is free now. Most undocumented people are still not eligible for the program, would like to fix that. Currently working to get the state law amended to include more people in my Labor Studies class. Plans to come back next quarter with a resolution with the hope that someone will sponsor and support this effort.
 - No one knows it is free (Free City program) and part of the reason is the name. The name "Free City" doesn't resonate with people. Consider exploring the pros and cons of renaming, suggested "The Diane Feinstein Fellowship or Scholarship". Marketing and naming are two different things. Raise awareness, expand the pool, City College is great, and get more people in the door.

IV. Review and Approval of April 2023 Minutes

- A. Minutes approved.
- B. Member Cooper Wilkins motioned.
Member Wong seconded.
- C. Member Comments
 - Member Messer asked how and if agenda items can be flagged for follow-up (Section 8, A. third bullet). Chair Mariano asked that we bring it to Future Agenda Items for our next meeting.

V. Equity Subcommittee

- A. Update provided by Dr. Lisa Cooper Wilkins and Kelley Karandjeff.
 - Kelley shared that the committee's work has been organized into four areas of activity that relate sometimes to multiple goals:

- Free City Awareness: Increase Free City use both through external outreach and in reach in the college.
- Free City Processes: Ensure the process for accessing the Free City benefits is as student-centered and user-friendly as possible.
- Free City Program Design: Ease students' financial burden.
- What is Student Financial Stability: Number of goals and strategies the group identified that relate to supporting students' financial stability that may not be in the specific scope of the Free City program. For example, basic needs supports.
- Member Cooper Wilkins highlighted one of the goals, the Free City College application. A small working group reviewed the application and created much clarity that Free City is free tuition and clarified the language of some of the incorrectly answered questions such as residency status. The next goal is to look at the website for similar opportunities and make it clear for students.
- Continue to engage areas of the college such as Admissions and Records and Financial Aid in the process.
- This set of equity goals was purposefully aligned with the college's equity goals.
- Organizing the goals and strategy in this way allowed us to quickly identify the quick wins and what may come in years two or three. It will also serve as the structure for the annual reporting.
- Focus groups will be held this spring to explore with students, both those who are accessing Free City and those that are not; on how the process is working for them, how to raise awareness, what other financial barriers are impacting their college experience, progress, and success.

B. Member Comments

- Member Brandt asked who serves on the Equity Work Group. Member Cooper Wilkins shared that it's open to anyone on the Oversight Committee who wants to be involved. Currently, Jill, Alisa, and Mallinalli are a part of the work group. This is separate from participatory government.
- Member Brandt shared that she is glad about the related goals in terms of removing students' financial burdens and barriers and how that can potentially increase the use of Free City.
- Member Ford loved the point about details, it's not just rhetoric or talk. It's very important to get our documentation and structures in place so students have better and easier access to the program.
- Member Messer shared this may be the first time where committee members and folks at the college are interacting, and sharing goals and experiences in ways that we can capture. We heard that the language that had been in the application was straight out of the MOU, may not be the most student-accessible language. This potentially may have a large impact on our undocumented students, AB 540, and other students who should have access to Free City. Being able to find ways to address these small things, that are huge, has been great.
- Member Yee asked if at the next subcommittee meeting, will we be able to track the changes of the application. Member Cooper Wilkins replied yes, and we will also bring that back to the committee. They'll be able to see screenshots of what it looks like. Member Yee responded the application is so key. It's essentially the gatekeeper to who benefits from the program and who is barred.
- Member West asked how the FAFSA completion is connected to participation in Free City. Member Cooper Wilkins shared it's currently not required for a student to complete the FAFSA. As we talked about students' financial aid stability efforts, we see FAFSA as a way for students to understand what their total eligibility for financial aid could be. They are not required to accept but use it as a strategy in helping students secure as much aid as possible. Member West asked because SFUSD has a goal of %100 of graduating seniors complete the FAFSA. If there's no connection, maybe when we have those meetings with SFUSD students, we'll help them complete it, but they have this other option.
- Member Yee asked for clarification on whether students are supposed to first apply for FAFSA to benefit from Free City (the answer is No). Read Article 5 – 5.3 in the MOU. Now interprets that as the burden is on the college to make a good faith effort for students to exhaust other financial aid and resources.

- Chair Wong asked Member West if SFUSD is requiring everybody to do the FAFSA, does that also include undocumented students? If so, how does the district get around those concerns? Member West clarified that it's not a requirement, it's a goal. Each student is approached individually.
- Member Su shared that through negotiations the desire to have students come to the college was priority #1. Priority #2 was to figure out how to help students go through all these financial aid application processes. We've been living with this initiative for several years now and we've built out knowledge and experience on how to help students navigate the financial aid system, perhaps we can revisit FAFSA requirements or suggestions and help students move toward these other resources first.
- Member Messer shared that there's a particular group of students specifically mostly disadvantaged that need Free City the most.
- Member Ford shared that there was a great deal of angst from City officials that if we developed Free City people would take advantage of it, use it, and not complete it. We have proven as a commission that this is absolutely not the truth.
- Member Villalobos shared that this would be a barrier to have something mandatory to complete the FAFSA. Don't have it for the CCPG for that same reason. Shared a student's experience with the new FAFSA.
- Member Brandt asked does the institution collect data on why students are not filling out the FAFSA. This can help us determine how to support students. Also, share with students how income taxes are tied to completing the FAFSA. Expressed in being on the equity subcommittee. Member Cooper Wilkins responded that many of the things Member Brandt mentioned are covered in the FAFSA workshops and that's part of the awareness we need to broaden.
- Member Cooper Wilkins shared an interesting article on FAFSA completion that may give a broader perspective:
<https://www.brookings.edu/articles/improving-college-access-through-financial-aid-transparency-and-fafsa-simplification/#:~:text=Studies%20show%20that%20complications%20in,particularly%20for%20low%2Dincome%20students>.

C. No Public Comment.

VI. Outstanding Fees

A. Update provided by Dr. Lisa Cooper Wilkins.

- Thanked Rebecca Chavez, Bursar, and her team for shepherding the student debt relief program and shared the information they put together.
 - There were 11,497 payments made but an unduplicated head count means it impacted 10,660 students. Out of 10,660 students, 1,335 students are SF residents who didn't get Free City but were eligible.
 - When the payment is applied to the student's account, Admissions and Records (under the leadership of Assistant Dean, Monica Liu) goes in and removes the hold. An email is sent out and a text message (if cell number is on file). Likely, some of the earlier students may not receive the messages which is why the marketing campaign is going to focus on messaging to this specific population.
 - Rebecca Chavez recommended if we continue with the debt relief, we include Spring 2023 and Summer 2023 to finish up the Free City fiscal year. It would be cleaner and fall within the same audit.

B. Member Comments

- Member Su asked what is the timeline for the debt relief. Member Cooper Wilkins responded that it's Fall 2017 to Fall 2022.

- Chair Mariano shared it's wonderful to see the policy working. I bet the outreach will increase the number of students to register (who received debt relief).
- Member Ford asked what is the process for us to say ok (to move forward with the recommendation). Chair Mariano is not sure if this is something the committee can approve of or if it requires additional approval but will follow up.
- Member Brandt asked how does a student owe for multiple semesters. Monica Liu shared that sometimes a hold from the summer semester may not show up until later. Member Brandt asked how many students in each term are under Current Outstanding Fees. Member Cooper Wilkins shared the number of students for Spring 2023 – 1057, Summer – 230 and Fall 2023 – 1302.
- Member Yee expressed what if the \$446,697 is not enough to cover the outstanding fees. Member Cooper Wilkins shared that what's remaining to be paid is a little over \$400,000.
- Chair Wong asked do we make a recommendation to the Mayor's office as the Free City College Oversight Committee. Kia Wallace, Free City College Analyst, responded yes, it would have to go back to the Mayor's office especially if the debt is going to be more than what's left. Chair Mariano added we have work to do to figure out the process to make the change. Member Su added the Chancellor had weighed in as well.
- Member Ford expressed let's do something concrete today to get moving. Chair Mariano responded the discussion is a good first step but doesn't feel comfortable taking a vote on an action item that is not on the agenda. Will add this to the next meeting's agenda.
- Monica Liu shared that time is of the essence. Registration for Summer is the first week of April and the first week of May for Fall Registration. It would be great to do it before the start of registration.
- Member Ford asked if it is possible to vote by email. Chair Mariano responded we cannot vote by email.
- Member Brant asked if there could be a special meeting to kick-start the process. Chair Mariano will consider if that should be done.
- Member Messer doesn't know if we need a vote because this seems like a logical next step to ask and suggest. Hopefully, it will not be the same budget process allocation. It's a change in the number and it could get done quickly in a way that impacts students. The last time we did this it took more than a year.
- Member Yee asked Chair Mariano to share with the City that there is consensus about this.
- Member Villalobos shared that there are so many drop class deadlines that they don't always coincide with the full refund deadline. Member Brandt shared that they are trying to streamline things regarding syllabus or courses so that they're consistent from class to class.

C. Public Comment: S. Robinson

- Students may not know they have to drop a class. Suggested putting it in the syllabus.

VII. City College

A. Update provided by Dr. Lisa Cooper Wilkins.

- This information is typically shared with the committee and the details were put together by Micheline Pontious, Research Analyst.
- This information aligns with the news the Chancellor shared at Flex Day, where you can see we're experiencing an uptick in enrollment.
- Suggested a future goal of incentivizing students who can take on more units so students can focus on their programs.
- It would be useful to spell out the various types of aid students are awarded.

B. Member Comments

- Member Messer shared it would be helpful if information could be pulled about the amount of unmet needs Free City College students have, the ones who go through the FAFSA program. Member Cooper Wilkins responded it can be explored in the Equity Subcommittee.

C. No Public Comment.

VIII. Marketing

A. Update provided by Dr. Lisa Cooper Wilkins.

- Excited to be on this journey with our marketing firm (ASIR) who will be working with us over the next three years to help promote Free City.
- The first part of the campaign is being referred to as “Fresh Start” which is to let past students (who fall within the debt relief payment period) know that their debt has been paid and the hold has been lifted.
- Ensure we are aligning our work with the equity plan.
- Actual students participated in the campaign. The majority are Free City students.
- Lots of collaboration with the college’s Outreach Office, IT Office, and even our Institutional Research Office as we collect data.
- Should start to see different ads on social media as early as next week.

B. Member Comments

- Chair Wong asked if “Fresh Start” is our official tagline. Member Copper Wilkins responded yes; “Fresh Start” is not just for the debt relief students. Everyone deserves a fresh start.
- Member Villalobos expressed, if allowed, that we reaffirm in our messaging to students and potential students that City College is an accredited institution.
- Member Yee asked will the “Fresh Start” tagline be nuanced enough so that it doesn’t mislead students to think that the debt relief is blanket for everyone and it’s ongoing. Member Cooper Wilkins shared they will do as much as they can upfront. For example, an FAQ page.
- Member Cooper Wilkins shared that the annual budget is about \$175,000 per year for three years.
- Member Brandt asked will geofencing apply to each campus. Member Cooper Wilkins responded that we could decide where (which areas) ads are sent.
- Kelley Karandjeff suggested we amplify in the messaging the value proposition of coming to college. For example, complete your lower division requirements for transfer for free or boost your income through free job training.
- Member Brandt didn’t understand the connection of some of the images in the ad. Not sure how everyone is going to receive them.

C. No Public Comment

IX. Unfinished Business

A. No unfinished business.

X. Future Agenda Items

- 2023 Fees
- Member Messer asked to add to the agenda a discussion on what are the financial and non-financial benefits of Free City.
- Member Yee asked to add to the agenda ACCJC’s report about putting the college on warning to be sanctioned. This is relevant to this committee because Supervisor Mandelman cites the money the college is receiving for Free City. Would like to discuss the financial stability and sustainability of the college and would like to know what’s the Board’s (CCSF) response to the report and Supervisor Mandelman’s letter.
 - Member Brandt asked if this is the best place for this. Member Yee thinks it’s relevant because institutional stability and fiscal ability is integral to the recommendation our committee makes. Not to consider this relevant is irresponsible. Chair Mariano suggested we stay within our scope as the

committee overseeing the Free City College MOU, but there may be a way we can talk about how we can make sure the Free City College program is benefiting the college as much as possible. Chair Mariano and Chair Wong will discuss this further.

- Member Messer reminded the committee that the money we're in conversation about is money that was already allocated and we're asking to continue its use beyond when it was allocated. It's money that is there. This is not about coming back for more money.

C. No Public Comment.

XI. Adjournment

- A. Member Villalobos motioned.
Member Ford seconded.
- B. Meeting adjourned at 11:53 AM.