



## 2025-26 SEA Supplemental Report Template

(For Planning Purposes Only)

This template is provided as a tool to help colleges prepare their responses for the **2025-26 Student Equity and Achievement (SEA) Supplemental Report**, which covers the fiscal year from **July 1, 2025 through June 30, 2026**.

The sections and questions within this template are correlated with those you will find in the [2025-26 SEA Supplemental Report](#) (Alchemer survey style).

### Quick Links to each Section of this Template (Ctrl Click)

[SECTION 1: GUIDANCE/PURPOSE](#)

[SECTION 2: REPORT ACCESS DETAILS](#)

[SECTION 3: CONTACTS](#)

[SECTION 4: 2025-28 STUDENT EQUITY PLAN IMPLEMENTATION UPDATE](#)

[SECTION 5: SEA FUNDS UPDATE](#)

[SECTION 6: SUCCESS STORY \(OPTIONAL\)](#)

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## SECTION 1: GUIDANCE/PURPOSE

Per [Education Code § 78222](#), colleges/districts are required to submit an annual report detailing how SEA Program funds were expended in the prior fiscal year and for what specific purposes; and an assessment of the progress in advancing the goals identified in paragraph (2) of subdivision (a).

The activities and associated costs entered for your college in the **Vision-Aligned Reporting (VAR)** tool for the **SEA Program** will meet a portion of these legislative requirements. The **2025-26 SEA Supplemental Report via an Alchemer** link within VAR will capture the required progress updates on the goals for the SEA Program developed within your college's Student Equity Plan. Collectively, the SEA Program report in VAR along with the SEA Supplemental Report fulfills the legislative requirements for the SEA Program's Annual Report.

For a copy of your college's **2025-28 Student Equity Plan**, please log into NOVA (<https://nova.cccco.edu>) to access it, contact your college's SEA Project Lead, or email the Chancellor's Office SEA Team at [SEAProgramInfo@CCCCO.edu](mailto:SEAProgramInfo@CCCCO.edu).

### **Due Date: By December 31, 2026**

The SEA Report in VAR, along with the SEA Supplemental Report, are due **December 31, 2026**, for the 2025-26 fiscal year to remain compliant with [Education Code 78222](#).

### **SEA Program Required Reports:**

- **Complete the 2025-26 SEA Program Report in the VAR Tool** (<https://var.cccco.edu>)
- **Complete the 2025-26 SEA Supplemental Report** (see [SECTION 2](#) for details)

### **Support:**

| Office Hours for 2025-26 SEA Program Reports                                                         |                   |                                                                                                                                                               |               |
|------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Dates                                                                                                | Time              | Zoom Link                                                                                                                                                     | Zoom Passcode |
| Tuesday, 10/13/26<br>Tuesday, 10/27/26<br>Tuesday, 11/10/26<br>Tuesday, 11/24/26<br>Tuesday, 12/8/26 | 2:00 PM – 3:00 PM | <a href="https://ccco.zoom.us/j/89940301765?pwd=ecqi4Qm4YuQ7nevDNyFyb2ciuN3MH0.1">https://ccco.zoom.us/j/89940301765?pwd=ecqi4Qm4YuQ7nevDNyFyb2ciuN3MH0.1</a> | 516244        |

- To be added to the SEA Listserv, please complete the request here: [SEA Program Listserv Subscription](#)
- For support or questions, please contact [SEAProgramInfo@CCCCO.edu](mailto:SEAProgramInfo@CCCCO.edu).

## SECTION 2: REPORT ACCESS DETAILS

### HOW TO ACCESS THE SEA SUPPLEMENTAL REPORT

- **SEA Supplemental Report Link/QR Code:**

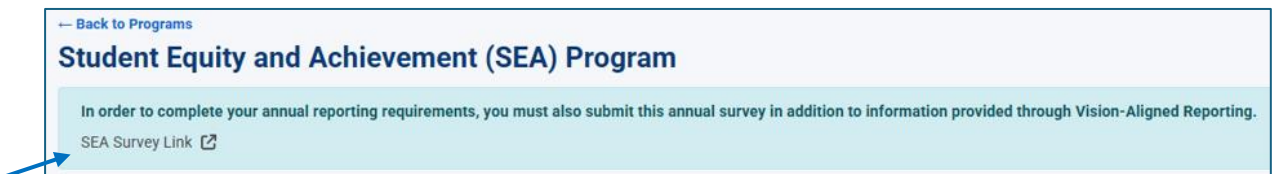
Your college's primary SEA Contact or SEA Project Lead/Designee scans the QR Code below or click on the following link to complete the 2025-26 SEA Supplemental Report:

<https://survey.alchemer.com/s3/8810454/25-26SEA-VAR>



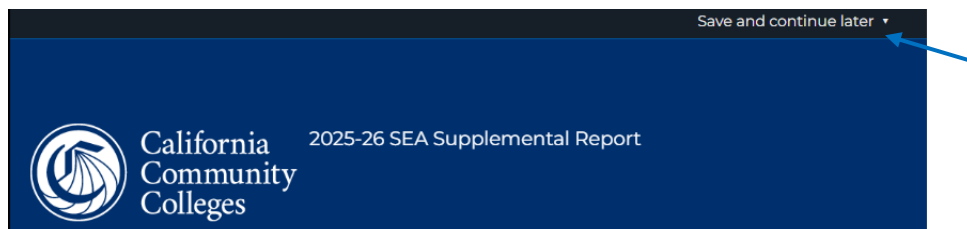
- **SEA Supplemental Report Link within VAR:**

Your college's VAR Leads/Designee can access a link to the SEA Supplemental Report at the top of the SEA Program page within the VAR tool (<https://var.cccco.edu>) as shown in the screen capture below:



(Note: The title of the link will be renamed from 'SEA Survey Link' to 'SEA Supplemental Report Link' during the next VAR update from the VAR Team.)

- Once you click "**Next**" after the introduction page of the 2025-26 SEA Supplemental Report, you will see a "**Save and Continue Later**" option located in the top right corner of the screen. After you click "Save and Continue Later", you will be asked to provide your email address and then it will email you a **unique link** for you to use to continue the report later, if needed.



- **Please follow your local district/college review and approval process** before submitting the report.
- Upon submission of the report, a **confirmation email** will be sent to you with your **unique link** to allow for any needed updates and a **PDF copy of your responses**. (See [SECTION 8](#) for more details)

### SECTION 3: CONTACTS

**Question 1:** Please enter the contact information of the **individual completing the supplemental report** on behalf of your college's SEA Program.

|                 |
|-----------------|
| First Name:     |
| Last Name:      |
| Email:          |
| Position Title: |
| College Name:   |

**Question 2:** Please enter your **college's primary contact for the SEA Program** (often known as the SEA Project Lead; can also be the same individual completing the supplemental report).

|                 |
|-----------------|
| First Name:     |
| Last Name:      |
| Email:          |
| Position Title: |

## SECTION 4: 2025-28 STUDENT EQUITY PLAN IMPLEMENTATION UPDATE

Each metric in the 2025–28 Student Equity Plan (SEP) includes multiple goals (Goal 1: Eliminate Disproportionate Impact, Goal 2: Fully Close Equity Gap, and any additional goals established by your college).

To streamline reporting, please **provide one overall status** update that reflects your college’s collective progress on the goals/strategies developed in your college’s 2025-28 SEP, with a focus on the action plans your college developed **for the student group(s) your college selected to provide an intensive focus**.

| SEP Implementation Status              | Definition                                                                                                                                                                                 |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Completed</b>                       | Your college fully implemented the action plan for all the student group(s) your college selected to provide an intensive focus during the 2025-28 Student Equity Plan cycle.              |
| <b>Partially Completed/In Progress</b> | Your college has implemented some of the action plans developed for the student group(s) your college selected to provide an intensive focus during the 2025-28 Student Equity Plan cycle. |
| <b>Not Started</b>                     | Your college has not begun implementing the action plan for the student group(s) your college selected to provide an intensive focus during the 2025-28 Student Equity Plan cycle.         |
| <b>Other</b>                           | College’s status does not fit the statuses above and requires more explanation.                                                                                                            |

**Question 3:** Based on the status definitions above, select the overall status that best reflects your college’s SEP progress:

- ☐ **Completed**
- ☐ **Partially Completed/In Progress**
- ☐ **Not Started**
- ☐ **Other**

**Question 4: Provide a brief explanation of the status you selected above. At minimum, please share the following:**

- General progress of your college's 2025-28 Student Equity Plan.
- Key outcomes available thus far across any of the action plans/goals developed for the student group(s) your college selected to provide an intensive focus during the 2025-28 Student Equity Plan cycle.

(5000-character limit)

## SECTION 5: SEA FUNDS UPDATE

SEA Program funds are Proposition 98 funds and should be spent in full within the year they are allocated. Due to the large size of the SEA funds, colleges are permitted to spend any unspent funds by the end of the second year following the allocation year. When possible, districts/colleges are to put effort into spending as much as possible in the first year. Please click to review the following guidance memo: [Effective Use of Prop 98 Spending](#)

To find your district's SEA allocation, please refer to the SEA Pages within the [2025-26 California Community Colleges Compendium of Allocations and Resources](#).

For your college's SEA allocation, please contact your district office.

**Question 5: What was the total amount of SEA funds your district allocated to your college for the 2025-26 fiscal year?**

**Question 6: At the time of completing this report, how much unspent SEA funds does your college have remaining from the 2025-26 allocation?**

**Question 7: If your college has 5% or more of your allocated funds unspent, please share a brief summary of your college's spending plan for the remaining funds. If your college has less than 5% unspent, please enter N/A; a spending plan may be provided but is not required. 2500-character limit**

**SECTION 6: SUCCESS STORY (OPTIONAL)**

You may use this section to share a success story on any SEA-funded student equity-related efforts on your campus for collaborative purposes and to help establish best practices. Your success story may be shared with other colleagues across the California Community College system and may be used for legislative reports or other publications approved by the Chancellor's Office.

**Question 8: Success Story Title** (enter a short name for the success story)

**Question 9: Success Story Contact** (enter the first name and last name of the individual we may contact for questions or more information related to the success story)

**Question 10: Success Story Description** (2500-character limit)

## SECTION 7: CHALLENGES (OPTIONAL)

You may use this section to share any challenges your college encountered with implementing efforts and activities related to the SEA Program. This information will help the Chancellor's Office determine additional support/resources needed system-wide, and/or policy changes needed.

**Question 11: Challenge Title** (enter a short name of the topic related to the challenge)

**Question 12: Challenge Contact** (enter the first name and last name of the individual we may contact for questions or more information related to the challenge)

**Question 13: Description of Challenge** (2500-character limit)

## SECTION 8: SUBMISSION DETAILS & HOW TO MAKE UPDATES

Once you reach the bottom of the previous CHALLENGS (OPTIONAL) section in the [2025-26 SEA Supplemental Report](#), click **Submit** by **December 31, 2026** to finalize your report.

| After You Submit...                       | Details                                                                                                                                                                                |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Need a copy of your submitted report?     | You will have the option to <b>download a PDF copy</b> of your responses for your record.                                                                                              |
| Need to make updates to the report later? | You will receive a <b>unique link</b> that allows you to return to your report and make updates through <b>December 31, 2026</b> . Please save your unique link for future access.     |
| Looking for a confirmation email?         | A <b>confirmation email</b> will be sent to the individual completing the report in the CONTACT section and will include both the <b>unique link and a PDF copy</b> of your responses. |

For support or questions, please contact [SEAProgramInfo@CCCCO.edu](mailto:SEAProgramInfo@CCCCO.edu).

*Thank you for completing the 2025-26 SEA Supplemental Report on behalf of your college!*