**Diversity, Equity, and Inclusion Committee**

Meeting Notes

March 8, 2019

9:30 a.m. – 11:30 a.m.

**Attendance:** Jaime, Kandie, Alissa, Patrick, David, Caleb, John, Stephanie, Camilo, Rachel, Lisa Anh, Jeff, Klaudia, Gabi, Ariane, Michell, Ata, and Luca

**Introductions**

The consultants, Ata & Luca introduced themselves and discussed their background and why they are passionate about this work. They both have worked in Washington State’s Community and Technical College system for a number of years.

**Rules of Engagement**

Discussed and identified guidelines to abide when we are having discussions.

**Strengths and Challenges of Strategic Planning**

In Strategic Planning processes, it is challenging to not move immediately to what will be done. Rather, time should be spent on why and how. For example, in larger planning processes for the college, everything connects to the mission statement, and the purpose of why the college exists. For the DEI work, it is important to begin by envisioning the purpose:

* + Identifying core values.
	+ What are the goals/outcomes?
	+ How the success of progression is going to be accessed?

Recognizing the importance of connecting the DEI plan to other big framework discussions at the college, such as Guided Pathways and Strategic Enrollment Management, it is essential to start the DEI work with equity. Equity is how the DEI committee members can help the college community identify and take ownership of this work.

**Hopes and Fears**

The consultants lead facilitated small group discussions about DEI committee members’ hopes and fears regarding the DEI strategic planning process.

The consultants shared that the planning process will include identifying responsible parties for implementation and assessment of the plan. The consultant’s expectation is that when this process is complete there will be a very clear understanding around role responsibility and implementation and how this work aligns with the college strategic planning process that is going to start next year.

**Messaging and Communication**

The consultants had committee members pair and share for small group discussions. Discussion focused on, what do you think is or should be the roles and responsibilities of this DEI committee that will lead to the success of the Strategic Planning Process?

Roles and Responsibilities -

* To communicate why we are doing this work
* Inviting engagement
* Influencing decision makers
* Make sure people are heard and listened to, make sure diverse voices are heard
* Educate the employees about definitions, raising awareness
* Meeting people where they are
* Finding ways to participate in difficult conversation
* We own the work
* Make sure the work moves forward
* Integration of DEI work into roles and responsibilities and not just an add on

**Discussion of how the DEI committee may advance or hinder the success of the project**

Committee members shared areas of strength and ways to support strategic plan development and concerns about the limitations of the committee that may negatively impact the planning process.

**Draft FAQ –DEI Strategic Plan Scope of Work FAQ**

The consultants reviewed the draft Frequently Asked Questions (FAQ) document with the DEI Committee. Committee members provided feedback and suggested additional questions.