

Diversity, Equity, and Inclusion Committee

Date: June 7, 2019 | Begin: 9:30–11:00 a.m. | Location: B240 | Recorder: Michell Gipson

1. Welcome & Review Meeting Minutes
 - Changes were made to Meeting Minutes
 - Kandie moved to approve minutes with changes and Rachael seconded the motion
 - **Meeting Minutes Approved with changes**
2. Committee Membership Process
 - Key points that were discussed in prior meetings were reviewed. These points included the desire to be a representative body for different groups on campus and to ensure we made space for systemically non-dominant person on the committee.
 - Rachael researched larger public entities and how they structured their DEI committees. She shared that it was difficult to get responses from organizations. Rachael was able to connect with some Community Colleges in Oregon:
 - Chemeketa Community College sends out an email to employees ask why you're interested, what you're willing to commit to being a part of the committee and how are you going to actively engage in the diversity effort of the college.
 - It's consistent with our committee in that the chair persons are appointed by the president.
 - Structure is similar to what we do in that there is representation from all classifications and non-classifications as well.
 - Typical term is 2- 3 years for the chairs for consistency basis.
 - Meeting once a month with the DEI subcommittee as well.
 - Looks like there was cap of 15 -20 on the main DEI group
 - Max had expressed after looking at the documents that Rachael had passed around he really liked the statement from Blue Mountain in the membership clause about. Which seems to balance the power on the group.
 - Anyone is welcome
 - These are voting members
 - These are Non-Voting members
 - Chairs are facilitators that don't have a vote in committee structure
 - David was asked about where the DEI Committee fits within the college's current shared governance structure.
 - He stated that it actually has an elevated position currently because it reports to the Presidents, not to College Council or Presidents Council.
 - We do not have a representative from TAPS, there is a strong representation from AFaC, Jaime and Lisa are from IEP, Rachael is College Services, Caleb is Arts & Sciences. Looking at the current committee structure we are not representative of all the divisions. We do have some identified seats that are consistently not present. Look at the overall representation and maybe add more at large positions.
 - John shared a sense of urgency that we have open spots on the committee that have not been filled.

- There are people that have been interested in joining the committee and have been in limbo with our process
 - There are people interested in joining the committee but have concerns about how equitable it is to join the committee itself and did not want to have the appearance that they were appointed but that they went through some kind of inclusive process.
 - Do we have any low hanging fruit that we have identified in terms of things related to membership?
 - Divisional
 - Balance of non-dominate and dominate populations
 - Classified
 - Faculty (full-time and part-time)
 - Admin/Confidential
 - Students
 - It was a consistent feeling that other committees on campus are part of the daily tasks that is required but DEI has felt as if it is an extracurricular activity.
 - David stated the membership of the DEI Committee per the faculty contract counts as a committee. It is also a committee if you are part-time faculty member you should be paid.
 - How do we ensure participation in important conversations or trainings?
 - Making sure it is understood that DEI work we are doing is not an extracurricular activity. How do we change the college's lens?
 - Caleb brought up that we need to make sure that we keep a safe place for people to engage and that there is a certain level of accountability for people who do hold a lot of privilege.
3. Update Committee Charter
 - Two weeks ago sent out an update to the charter removing Consideration and Cultural Competency subcommittee were removed and added Employee Resource Groups and Strategic Plan Subcommittees and added two student representative to the membership.
 - **Rachael moves to approve – Committee approves the Charter with the changes**
4. Employee Resource Groups Update
 - Kandie met with Melissa in Human Resource regarding the Employee Resource Groups (ERG)
 - Melissa was wanting to know if the ERG is going to need any funding?
 - The group met and felt that they would need some funding
 - The second item came up was related to part-time employees. We want everyone to be included.
 - The subcommittee was hoping that each person could have 3 hours of time for an ERG per term.
 - The hope is that the ERG Application will go on DEI website.
 - Once there is an official ERG, employees will find out about groups from Human Resources, new employee orientation, and on the DEI website.
 - **The Committee approved Kandie to take ERG to the college Executive Team**
5. Strategic Plan and Communication
 - The committee was chaired by Jeff and he has stepped away from DEI work.
 - We will take the summer to try and find a faculty member that can play that role.
 - Tim will be sending an email to the entire college regarding the work we have done and what is coming up in the fall

6. Committee Updates

- Library Subcommittee
 - Subcommittee had a lengthy conversation about our processes, our direction and our limitations and decided it would be good to share what we feel are our barriers or concerns in regard to the subcommittee role and process
 - Systems – over worked and over tasked in the work we do.
 - Communications – working with other subcommittee on college wide efforts on campus
 - No public facing way to engage our community even our student which is why we struggle to garner participation
 - Guidance – lack of vision or mission.
 - Transparency – not of sure of vision or mission of the DEI committee
 - Membership – how is it decided
 - Are meetings open to the public?
 - Is meeting posted?
 - Resources and Support – Do we have money
 - Applied for a mini grant and did not get granted
 - Jamie stated that it would be great to put together a budget proposal to submit
 - David stated that there is money
 - Projects we want to share
 - Podcast project trying to pilot and get community involvement
 - Who do we go to get this pushed out to the entire college – release time for whatever faculty or person
 - Everyone Reads
 - Joint project with Oregon City library. They came to us to help decide what book.
 - DEI collecting resources guide for teaching and education
 - DEI mini library – little free libraries
 - Would partner with the welding department

7. Debrief and Review Commitments

- John wanted to reflect and celebrate what we have accomplished and there was some real excitement about the momentum of DEI.
 - What was decided a year ago was that if we were going to building strategic plan which was a key goal of this committee, that we needed to bring outside consultants. We didn't know if we would get support for that.
 - Tim came on board was immediately behind finding money to be able to hire consultants
 - We have subcommittees identified
 - There was action, excitement and passion on what could be done
 - We had a lot of trainings in place
 - We have the consultants on board
 - We are moving forward