

# Diversity, Equity, and Inclusion Committee

Date: April 24, 2020 | Begin: 9:30–11:00 a.m. | Location: Zoom | Recorder: Michell Gipson

Attendees: Jaime Clarke, Klaudia Cueva, John Ginsburg, Melissa Richardson, Camilo Sanchez, Ashley Magana, Kandie Starr, Stephanie Schaefer, Caleb Feldman, Christina Wiglesworth, Lindsey Pierce, Patrick Smida, Lisa Anh Nguyen

| Topic/Item   | Key Points<br><i>Provide 50 words or less on expected outcome</i>  | Category  |
|--|--|---|
| <b>1. Welcome &amp; Review of Guidelines for Interaction</b> | <ul style="list-style-type: none"><li>Review Guidelines for Interaction<br/>Klaudia shared her screen that had Guidelines for Interaction and read them to the group.</li></ul>  | <input type="checkbox"/> Discussion<br><input type="checkbox"/> Decision<br><input type="checkbox"/> Advocacy<br><input checked="" type="checkbox"/> Information            |
| <b>2. Meeting Minutes – Review &amp; Vote</b>                | <ul style="list-style-type: none"><li>Review meeting minutes</li><li>Vote on minutes<ul style="list-style-type: none"><li>There was motion to approve minutes as written</li><li>There was a second motion</li><li>Minutes were approved with changes.</li></ul></li></ul> | <input type="checkbox"/> Discussion<br><input checked="" type="checkbox"/> Decision<br><input type="checkbox"/> Advocacy<br><input checked="" type="checkbox"/> Information |

**3. Strategic Plan:  
Discuss and Vote on  
Draft Plan**

- John posted the Draft Strategic plan asked if there was discussion or questions about the draft
  - There was a motion to approve the draft Strategic Plan.
  - There was a second
  - The Draft Strategic Plan was approved as written
  
- Next steps:
  - Setting aside time for Q & A sessions: Wednesday, May 13, 11:00am & Thursday, May 14, 12:00pm.
  - The draft plan will be put on the website.
  - The Q & A sessions will be kept to an hour.
  - Klaudia will be putting together a video to provide some background on the strategic plan. It's going to be an overview of what we have done to get to the Strategic plan.
    - Christina brought up the fact that it will need to do captioned if there will be speaking.
  - John pulled up the questions that will be asking of the college community.
    - Questions:
      1. What questions for clarity do you have regarding the Strategic Priorities or Strategic Plan?
      2. What Priority, Goals, Objective or Action will have the greatest effect on your work?
      3. What learning do you need to support changes in your work resulting from the Strategic Plan?
      4. What about the DEI Strategic Plan is most exciting or inspiring to you?
    - Questions were voted on and approved.

- Discussion
- Decision
- Advocacy
- Information

**4. Charter & Subcommittee Discussion**

- Review purpose of the charter. Current purpose was to help develop a comprehensive Strategic Plan.
  - How can we begin to align our work with the Strategic Plan?
  - Klaudia shared the charter and how it has changed
    - Klaudia added the Guidelines for Interaction.
    - Added the definitions of Diversity, Equity, and Inclusion so that it is all the same language as the plan.
  - Purpose was to help develop a comprehensive DEI strategic plan. What will be our new purpose?
    - Is this the purpose for the committee in general? Or, was it set on a timeline?
    - Stephanie proposed a possible purpose; our purpose could be simply stated. Something like "Our purpose is to further DEI at CCC."
  - Our scope of work will need to be looked at.
  - Membership was updated
    - Replace language for two student representatives to one ASG student Representative and one Multicultural Center Student Representative
    - One Leadership Cabinet representative was removed
    - Earlier this year, one representative from Veteran Services was removed
    - Three At-Large representatives: positions are for individuals from systemically non-dominant populations
  - There was a question about membership regarding adding a representative from the CRM as a standing member. If the committee is interested in that, we can approach Tim with the idea.
    - Clarification – It has been a big challenge without participation from CRM. There has not been a lot of consistent participation within the Marketing and Communications subcommittee.
  - Membership proportionality related to the size of the different employee groups was discussed as something that needs to be considered.
  - Klaudia will send out this document to the committee and ask that they start brainstorming what we want the charter to look like.

- Discussion
- Decision
- Advocacy
- Information

| <b>5. Subcommittee Updates</b>           | <ul style="list-style-type: none"> <li>• Updates from subcommittees</li> <li>• Marketing and Communications: <ul style="list-style-type: none"> <li>○ We reviewed the admission application specifically looking at race and ethnicity.</li> <li>○ Decided we would contribute a column to the newsletter that will focus on DEI best practices. <ul style="list-style-type: none"> <li>▪ The first one was about chosen name and what it means to have a chosen name.</li> </ul> </li> <li>○ There is some anxiety and ambiguity amongst the group and we are hoping to get clarification from the larger committee on how the subcommittee can be most helpful.</li> </ul> </li> <li>• ERG – sent an email to the two ERGs that are up and running. <ul style="list-style-type: none"> <li>○ One of the ERGs asked if the \$500 that was budgeted for their ERG could be spent to help a student. They don't see it being used this school year and would like to get the committee's thoughts. <ul style="list-style-type: none"> <li>▪ We were not specific on how the \$500 could be used.</li> <li>▪ Originally, it was going to be used for trainings and events.</li> <li>▪ How would they identify the student? <ul style="list-style-type: none"> <li>- Kandie doesn't know if a student has been identified yet.</li> </ul> </li> <li>▪ Melissa had stated that the funds were not set up to be student-based.</li> <li>▪ Would it be okay to ask to roll funds into the next fiscal year? That might need to be a conversation with Jeff.</li> <li>▪ There is a lot of money set aside for DEI that we are not able to use this year and we are waiting to see if we can roll that over to next year. <ul style="list-style-type: none"> <li>- Melissa shared that adding the Chief Diversity Officer position due to the budget issues may have to get pushed back. That is a question that will need to be discussed with Tim and Executive team. We will know more in the middle of May.</li> </ul> </li> </ul> </li> </ul> <p>Resources/Library: We meet next week and are considering how the group has changed and could adapt in the future. One City One Book discussion groups may take place online.</p> </li></ul> | <input checked="" type="checkbox"/> Discussion<br><input type="checkbox"/> Decision<br><input type="checkbox"/> Advocacy<br><input checked="" type="checkbox"/> Information |                 |                 |
|--|---|---|-----------------|-----------------|
| <b>6. Debrief and review commitments</b> | <ul style="list-style-type: none"> <li>• To be discussed at the next meeting: Charter, Purpose and Membership will be brought back to the group.</li> </ul>   | <input type="checkbox"/> Discussion<br><input type="checkbox"/> Decision<br><input type="checkbox"/> Advocacy<br><input checked="" type="checkbox"/> Information            |                 |                 |
| <b>Upcoming Meeting Dates</b>            |   | <b>Start Time</b>   | <b>End time</b> | <b>Location</b> |
| May 8, 2020                              |   | 9:30am  | 11:00am         | B240            |
| May 22, 2020                             |   | 9:30am  | 11:00am         | B240            |
| June 12, 2020                            |   | 9:30am  | 11:00am         | B240            |