

Diversity, Equity, and Inclusion Committee

Date: May 8, 2020 | Begin: 9:30–11:00 a.m. | Location: Zoom | Recorder: Jaime Clarke

Attendees: John Ginsburg, Jaime Clarke, Klaudia Cuevas, Lisa Anh Nguyen, Caleb Feldman, Lindsey Pierce, Patrick Smida, Stephanie Schaefer, Kandie Starr, Camilo Sanchez

Topic/Item	Key Points Provide 50 words or less on expected outcome	Category
1. Welcome & Review of Guidelines for Interaction	<ul style="list-style-type: none">• Klaudia welcomed the group and reviewed the agenda.• The Guidelines for Interaction were reviewed.	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information
2. Meeting Minutes – Review & Vote	<ul style="list-style-type: none">• Reviewed 4/24/20 minutes• Clarification and edits• Voted on and approved meeting minutes	<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information

3. Charter Review

- The mission was reviewed with no changes.
- Purpose was discussed:
 - Should the committee remain as a committee or become a council?
 - Who should the committee report to? Committee could report to College Council. It feels like college committees should report to the DEI Committee or Council.
 - We need to consider how to flip the paradigm of reporting/structure to ensure that DEI is a core function of the college and how we do our work.
 - Discussion about restructuring the DEI Committee as a Council.
 - Suggested, “The Diversity, Equity, and Inclusion Council will assist the institution in integrating diversity, equity, and inclusion into all aspects of the work at Clackamas Community College.”
 - Klaudia shared that one of the actions in the Strategic Plan is to review the structure of the DEI Committee.
 - Moving in the direction to have all committees embed DEI into their functions/work.
 - Lisa shared that Presidents’ Council is reviewing committee structures on campus, we should connect with Tim about the committee structures and shared governance structures.
 - Discussion about the word assist, added lead, and ensure. The purpose statement will need to be reviewed for intent and grammar.
- Guidelines for Interaction discussion:
 - Suggestions to modify the guideline around “Ouch.”
 - Important to keep the word “Ouch” as an indicator that something was said that had a negative impact on a person, the person is not obligated to discuss the incident.
 - Change guideline to, “Acknowledge pain or offense in the moment using “ouch”, and have the option to discuss it or not at that time.”
- Definitions review:
 - Klaudia will review inequities and standard definitions in the draft Strategic Plan
- Scope discussion:
 - The Council will further the work of diversity, equity, and inclusion at our institution through the following:
 - Assess the implementation of the Diversity, Equity, and Inclusion Strategic Plan
 - Monitoring the development, implementation, and evaluation of standards for cultural competence for students, staff, faculty, and administration

- Discussion
- Decision
- Advocacy
- Information

	<ul style="list-style-type: none">▪ Providing input on institutional policies and procedures to address diversity, equity, and inclusion issues▪ Evaluating areas where institutional inequities exist▪ Informing and consulting with students, staff, faculty, and administration regarding diversity, equity, and inclusion initiatives▪ Insuring the maintenance and dissemination of best practices for diversity, equity, and inclusion in institutional policies, teaching, training, hiring, and retention of students, staff, faculty and administration▪ Serving as a resource for guidance and consultation regarding diversity, equity, and inclusion issues for students, staff, faculty, and administration▪ Disseminating information about ongoing professional development training around diversity, equity, and inclusion for students, staff, faculty, and administration▪ Seeking regular feedback from students, staff, faculty, and administration to inform decision making and understand opportunities for improvement• Sharing the work of the committee with the college community○ Discussion<ul style="list-style-type: none">▪ Committee members were supportive of the proposed language▪ Jaime suggested that we add plan monitoring; Lisa supported this idea▪ Suggest modifying the history portion of the Charter to reflect the change from committee to council, “After the creation of the DEI Strategic Plan, the Diversity, Equity and Inclusion Committee became the Diversity, Equity and Inclusion Council to insure the integration of DEI into all areas of the college.”	
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4. Collaborative Planning	<ul style="list-style-type: none"> • Klaudia provided a review of the Collaborative Planning process. The DEI Committee determined our outcome for 2020-21 as a group. A small team reviewed the year one action items from the Strategic Plan and scored the actions using a rubric to determine urgency, impact, and work load. The next step is to meet with the other two large groups on campus, Guided Pathways and Strategic Enrollment Management to rank the actions. 	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information
5. Budget	<ul style="list-style-type: none"> • The budget for 2020-21 will remain the same (\$20,000). We are unable to roll any remaining 2019-20 funds into next year. 	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information
6. Debrief and review commitments	<ul style="list-style-type: none"> • Draft Strategic Plan Q & A session reminders for next Wednesday and Thursday. Reminder emails will go out again on Monday. Stephanie asked that we each ask five people to review the plan and participate in the survey and/or Q & A session. • John asked the group to discuss moving the plan from planning to implementation and share ideas with the committee. 	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information

Upcoming Meeting Dates	Start Time	End time	Location
May 22, 2020	9:30am	11:00am	Zoom