

# Diversity, Equity, and Inclusion Committee Minutes

Date: May 28, 2021 | Begin: 9:30–11:00 a.m. | Location: Zoom | Recorder: Greer Gaston

Attendees: Annissa Rhynders, Beau Gilbert, Caleb Feldman, Casey Layton, Dasha Kolpakov, Esther Sexton, Felicia Arce, Ivan Acosta, Jaime Clarke, John Ginsburg, Junko Iijima, Kandie Starr, Kim Crane, Klaudia Cuevas, Lindsey Pierce, Maria Dixon, Ray Atkinson, Robin Dryden, Stephanie Schaefer, Greer Gaston

Individual commitments are highlighted in yellow.

Other outstanding work/tasks are highlighted in blue.

Topic/Item	Key Points Provide 50 words or less on expected outcome	Category
<b>1. Welcome &amp; Review of Guidelines for Interaction</b>	<ul style="list-style-type: none"> <li>• <b>Land Acknowledgement</b></li> <li>• <b>Labor Acknowledgement</b></li> <li>• <b>Review Guidelines for Interaction</b></li> </ul> <p>Stephanie read these documents.</p>	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information
<b>2. Meeting Minutes – Review &amp; Vote</b>	<ul style="list-style-type: none"> <li>• <b>Review May 14, 2021, meeting minutes</b></li> <li>• <b>Vote on minutes</b></li> </ul> <p><b>There was a motion by Esther, which was seconded by Lindsey, to approve the minutes. The committee approved the motion.</b></p>	<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information
<b>3. Subcommittee Updates</b>	<ul style="list-style-type: none"> <li>• <b>Employee Resource Groups</b> Kandie reported the book group, <i>Beyond Words</i>, was very successful. Kandie thanked Beau for organizing this. Kandie believes the group will continue to be active.</li> <li>• <b>Human Resources</b> Melissa wasn't able to attend the meeting; no update was provided.</li> <li>• <b>Marketing and Communications</b> Kim reported the subcommittee is working on:               <ul style="list-style-type: none"> <li>▪ Sending email communications to staff and students via Emma.</li> <li>▪ Building a template with holiday updates and announcements. This is Pride Month.</li> <li>▪ In working on the DEI holiday calendar, the subcommittee is focusing on one, month-long celebration each month.</li> </ul> </li> </ul>	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information

Committee members should let Kim and Felicia know if:

- They have suggestions and/or knowledge of holidays/celebrations that should be considered.
- They are interested in joining the subcommittee.

There are two topics to bring to the committee's attention:

- Does the potential exist to look at holidays currently recognized by the college and have a different model or floating holidays? Kim acknowledged this would be a topic for bargaining.
- Institutional research (IR) DEI data gender categories are not inclusive. Jaime noted this issue came up at the Data Integrity Group (DIG) and she will share information sent out by Lauren McGuire.

- **Resources and Training**

New leads for this subcommittee are Caleb and Ivan; they have met a couple times this term.

Items the subcommittee is working on:

- Compiling resources for challenging conversations.
- Creating an inventory of previous trainings and starting a list of recommendations for future training to address any gaps.
- Trying to determine what is scheduled for fall in-service and ensuring:
  - There are trainings/workshops to support systemically non-dominant (SND) students and employees.
  - Promotion of the employee resource groups (ERGs).

The intent is to take advantage of people's enthusiasm as they start the new academic year. However, there may be difficulty in planning this, as some subcommittee members are not on contract for summer. The subcommittee may not have the resources to manage the training(s)/event(s), but could make a recommendation about what to offer. Greer will find out who Caleb and Ivan can contact to get more information about in-service.

- To get a better idea about participation, improve upon the system to track offerings and attendance numbers.
- Perhaps in exchange for tuition reimbursement, consider bringing on peer assistant/student to keep lists and information current, including outside trainings. Beau has experience with the peer assistant process; it's possible the peer assistant in the Multicultural Center could help with this. This may be a model that could be used for the committee/subcommittees.

Caleb has been trained as a facilitator for Western States Center's toolkit, *Confronting White Nationalism in Schools*, and is interested in doing a "friendly-audience" training this fall. Caleb will send out more information in the near future.

- **Strategic Plan**

John reported:

- Caleb joined a recent subcommittee meeting and was able to give some historical perspective; it was determined the decision-making framework, which isn't about best practices, does not address action items for strategic plan item 3.

	<ul style="list-style-type: none"> <li>▪ He met with Jason, Katrina, and Elizabeth Carney about strategic plan items 1 and 3 which is closely related to their work. Jason said checking in with this group every term isn't a sustainable way to achieve updates. Jason is looking for a partnership to help prioritize what's realistic to accomplish. There was a proposal to hold conversations with this group and Jil Freeman in the fall, decide what's realistic, and have activities rolling out in winter and spring.</li> <li>▪ He is unsure who will step into his role next year, or how responsibilities for various action items will play out, especially given the college now has a Chief DEI Officer.</li> <li>▪ He is working with creative services to give a professional look to the latest strategic plan update.</li> </ul>	
<p><b>4. Review Committee Charter</b></p>	<p>Jaime noted the committee's charter is reviewed annually and would be revisited again at the next meeting.</p> <p>Stephanie summarized items previously identified for possible changes:</p> <ul style="list-style-type: none"> <li>▪ Timelines related to position opening announcements and applications. There was a past proposal to announce the first of May with a closing date of June 1.</li> <li>▪ Terms related to membership, co-chairs, and other appointments.</li> <li>▪ Association alignments, particularly with the classified association. Timelines and terms of the committee and the association don't match up.</li> </ul> <p>Stephanie reviewed the charter, making edits -- via track changes -- as they were discussed. The edited version of the charter is available in the meeting record.</p> <p>Committee member comments:</p> <ul style="list-style-type: none"> <li>▪ <u>Purpose</u> – There was a question about whether the committee actually has the authority to hold the institution accountable. The committee briefly discussed becoming a council. The current mode of accountability is through messaging and drawing attention to issues.</li> <li>▪ <u>Guidelines for Interaction</u> – There was a suggestion the committee might compile various agreements that could be used as a template by other groups on campus. The committee discussed/compared the agreements it uses, the agreements in the decision-making framework, and the agreements used by the <i>Beyond Words</i> ERG. Based on the conversation, Stephanie will make some changes to the guidelines and send those to committee members for review.</li> <li>▪ <u>Definitions</u> – These should be taken directly from the DEI strategic plan.</li> <li>▪ <u>Scope</u> – There was a suggestion to change “students, staff, faculty, and administration” to “students and employees” in item 6. “Students and employees,” is consistent with other wording in the scope and mirrors the strategic plan. There was a suggestion to include language about applying the decision-making framework to college decisions.</li> <li>▪ <u>Relationship to Other Committees</u> – There was a suggestion to add the Cultural Arts Committee.</li> <li>▪ There was a suggestion to acknowledge the progress made -- by the committee and the college -- in addressing systemic inequities. Should this be reflected somewhere in the document? The work has evolved since this charter was written. Stephanie said proposed language could be considered</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Discussion</li> <li><input type="checkbox"/> Decision</li> <li><input type="checkbox"/> Advocacy</li> <li><input type="checkbox"/> Information</li> </ul>

	<p>at the next meeting. <b>If this isn't finalized at that meeting, it can be revisited at the start of fall term.</b></p> <ul style="list-style-type: none"> <li>▪ <b>Membership</b> – Discussion topics raised: <ul style="list-style-type: none"> <li>– Co-chair selection process.</li> <li>– Timeline for applications and whether this should be included in the charter.</li> <li>– Caps on terms.</li> <li>– Preference given to systemically non-dominant (SND) individuals who will serve as co-chair or who apply for other positions. The preference already exists in the at-large positions. There was a <b>suggestion that a SND person should be in a committee leadership position (co-chair)</b>. However, there might not be a SND person who is ready/willing to serve as co-chair, in which case the committee should allow for non-SND individuals to fulfill that role. There was a <b>suggestion that preference be given to someone from a SND group</b>. Then <b>there was a suggestion to use the word <i>prioritize</i> instead of <i>preference</i></b>. There was a brief discussion about whether the group was talking about BIPOC (black, Indigenous and people of color) or SND individuals. A couple members preferred the use of SND. The committee needs to set an example by leading lead with racial equity.</li> <li>– There was a <b>suggestion to have three co-chairs</b>, so work could be distributed among more people.</li> <li>– There was a <b>suggestion to add a co-chair elect</b>.</li> <li>– A member expressed uncertainty about how membership, and the committee in general, might change given the college's addition of a chief DEI officer. Casey was asked what her role with the committee would be. Since she hasn't officially started yet, she is still learning about systems and how things work at the college. She noted that having a person of color in a leadership committee role lends credibility to the message. However, there are not many people of color at the college, and they may tire of being called upon. This can become an undue burden on the rest of their work.</li> <li>– Stephanie advised Jaime was wrapping-up her term as co-chair, and Kandie will join Stephanie as co-chair next year. Kandie has unofficially been serving as co-chair elect for the past few months to facilitate a smooth transition. There was a <b>suggestion to add wording that a co-chair elect would be selected by a specific date and to outline the expectations of this role</b>. This is especially important when some committee members are on nine-month contracts and are unavailable/not compensated during the summer.</li> </ul> </li> </ul>	
<p><b>5. Follow up on Activities/Actions</b></p>	<ul style="list-style-type: none"> <li>• <b>Wacheno Welcome Center</b> Stephanie, Kandie, and Jaime met with Tara and shared what had been discussed by the committee. Tara listened and provided her perspective on art in building; it is her hope to include more art that represents the Wacheno family and the tribal community. At this point in time, the artwork in the alcoves will not change; it will remain as it was presented to those at the placemaking session.</li> <li>• <b>Form subgroups for Wacheno Welcome Center</b> Jaime suggested forming some subgroups to focus on making the center more welcoming for and offering programming around tribal communities. Tara supports this; a push from the committee</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Discussion</li> <li><input type="checkbox"/> Decision</li> <li><input type="checkbox"/> Advocacy</li> <li><input checked="" type="checkbox"/> Information</li> </ul>

	<p>would be helpful. Junko, Kim, and Lindsey volunteered to form a subgroup to talk about programming and art education. Jaime will follow-up with an email. Felica, Beau, and John agreed to work on programming. Ivan offered assistance from the Resources and Training subcommittee. The building's re-opening has been postponed. There will be a soft opening in the fall followed by a more major event later in the year.</p> <ul style="list-style-type: none"> <li>• <b>Framework Feedback Sessions</b> At a previous meeting, Ivan suggested holding feedback sessions on the decision-making framework. These have been scheduled for Tuesday, June 1, from noon to 1 p.m. and Monday, June 7 from 4 to 5 p.m. Stephanie and Jaime will facilitate and capture feedback.</li> <li>• <b>Summer Framework Trainings</b> There may be requests for decision-making framework trainings over the summer. Committee members were asked to think about their availability to facilitate these trainings.</li> <li>• <b>World Trust Trainings</b> Committee members were asked to encourage colleagues to attend and to attend themselves if they have not done so. The next training is June 16.</li> <li>• <b>Additional Items</b> Tom Sonoff asked for a member of the committee to participate in college safety officer interviews in early July. There was a suggestion it should be someone who has completed the search advocacy training. Klaudia will see if she's available. More specific information on the dates is needed. Kandie, Klaudia, Lindsey, and Stephanie may be able to participate. Stephanie will provide Tom with the names of those interested, and he can connect directly with them. There was a suggestion to give priority to any SND individuals who wish to participate.</li> </ul> <p>Stephanie, Kandie, and Jaime confirmed that committee members who are off contract in the summer, including part-time faculty, will be paid:</p> <ul style="list-style-type: none"> <li>▪ To attend the World Trust training</li> <li>▪ To facilitate decision-making framework trainings</li> </ul>	
<p><b>6. Planning for Summer &amp; Next Year</b></p>	<ul style="list-style-type: none"> <li>• <b>Meetings summer term</b></li> <li>• <b>Possible retreat summer term</b></li> <li>• <b>Plans for fall term</b></li> </ul> <p>Due to time constraints, this item was not discussed.</p>	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information
<p><b>7. Debrief and review commitments</b></p>	<p>Due to time constraints, this item was not discussed.</p>	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information

