

Diversity, Equity, and Inclusion Committee Minutes

Date: August 24, 2021 | Begin: 1-2:30 p.m. | Location: Zoom | Recorder: Greer Gaston

Attendees: Caleb Feldman, Casey Layton, Esther Sexton, Felicia Arce, Kevin Agular, Kim Crane, Klaudia Cuevas, Lindsey Pierce, Maria Sorrentino, Melissa Richardson, 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
1. Welcome & Review of Guidelines for Interaction	<ul style="list-style-type: none"> • Land Acknowledgement • Labor Acknowledgement • Review Guidelines for Interaction <p>Stephanie reviewed these items.</p>	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information
2. Committee Member Introductions	<p>Committee members introduced themselves.</p>	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information
3. Conversation Warmer	<ul style="list-style-type: none"> • Breakout rooms – <i>What special preparation did you do for the upcoming term or academic year?</i> <p>Committee members went into breakout rooms of three or four people and shared their thoughts and responses to the question.</p>	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information
4. Meeting Minutes – Review & Vote	<ul style="list-style-type: none"> • Review May 28, 2021, meeting minutes • Vote on minutes <p>There was a motion by Klaudia, which was seconded by Felicia, to approve the minutes. The committee approved the motion. <i>Note: Melissa Richardson did not attend the May 28 meeting and abstained.</i></p> <ul style="list-style-type: none"> • Review June 4, 2021, meeting minutes • Vote on minutes <p>There was a motion by Maria, which was seconded by Esther, to approve the minutes. The committee approved the motion.</p>	<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information

5. Update/Summary on the DEI Collegewide Strategic Plan Cohort

- **Update/summary on the journey of the DEI collegewide strategic plan cohort**
 - **Where the cohort started**
 - **What the cohort considered/worked with, including conversations the DEI Committee**
 - **What the cohort grappled with/challenges**
 - **Where the cohort landed/end result**
 - **Q & A**

Klaudia gave an overview of work done by the collegewide DEI strategic planning cohort.

- When the process started, there was a call for committee members to participate in the DEI cohort and other cohorts.
- The DEI cohort began in March and wrapped up toward the end of April.
- Stephanie lead the DEI cohort.
- The cohort meet regularly to consider/analyze/address specific items identified by the college's consultant, the Coraggio Group.
- In its work, the cohort considered the DEI Strategic Plan, the equitable decision-making framework, and the Coraggio report.
- The cohort developed draft action items which were reviewed by the DEI Committee in late April.

Stephanie discussed the final products:

- The cohort was asked to come up with a collegewide strategic priority description, indicators, and metrics to measure progress.
- The priority description was to attract, retain, and uplift systemically non-dominant students and employees.
- Completion of the DEI Strategic Plan was used as an indicator. Eighty-percent of the plan needs to be completed for each year, with 100-percent of the plan completed by year five.
- The DEI Strategic Plan expires in the middle of the collegewide strategic plan. A new DEI strategic plan will need to be developed and must be aligned with the collegewide strategic priorities.
- One metric is to apply the equitable decision-making framework to all policies and procedures as they are regularly updated/reviewed.
- Another metric is to measure a sense of belonging by student and employee demographic groups, with a goal of achieving:
 - A 25-percent increase in belonging and retention of systemically non-dominant students and employees.
 - A three- to five-percent increase in recruitment of systemically non-dominant students and employees annually.
- Actions included:
 - Modifying and regularly deploying the DEI climate survey.
 - Tracking the use of the equitable decision-making framework. **A process needs to be developed.**

- Discussion
- Decision
- Advocacy
- Information

Stephanie said the cohort struggled with how to define and measure progress. The college's lack of data makes it difficult to measure progress, and it was difficult to figure out how to capture the change the committee wants to see. Stephanie noted the cohort got push back, but ultimately stood firm on its recommendations.

A committee member expressed concern because the percentages mentioned by Stephanie were not reflected on the college's strategic plan "placemat" document. The committee member wasn't aware of the 80-percent, 25-percent, and three- to five-percent numbers and asked where they were captured.

- The cohort didn't have any guidance on what a good starting point would be.
- No one from institutional research served on the cohort, and the cohort asked Coraggio for help to figure out realistic numbers, but the college doesn't have sufficient data.
- The cohort received some push back about these numbers. Since a baseline had not been established, it was impossible to measure the percentage of change.
- It's unclear how inconsistencies between the cohort's information (including numbers) and the college's information (without numbers) will be/was resolved. Perhaps the issue will be addressed by those charged with implementation of the collegewide strategic plan.

Melissa said there may be some baseline data, depending on the timeline being considered.

Several committee members -- who represented several collegewide strategic priority cohorts -- expressed frustration about the process to develop the collegewide strategic plan, saying they felt as though they kept doing the wrong homework assignment. While they did good work, it wasn't the work the consultant envisioned/wanted.

Casey acknowledged there was **more conversation to be had**. She summarized:

- People are unclear on how the collegewide strategic plan will work and be implemented.
- There is a learning curve for the college to build a strategic plan that's aligned with an existing plan -- the DEI Strategic Plan.
- How can the committee leverage/meld the collegewide strategic plan with the DEI Strategic Plan to move the work forward?
- There is uncertainty.
- Clarity is needed about roles.
- Casey said she and Melissa could use this as an opportunity/leverage their voices to advocate for what the committee and the DEI cohort needs to move forward. Other cohort groups may have similar needs.
- How does the committee get the most out of its collective power?

<p>6. Discuss Approach to the DEI Collegewide Strategic Plan Group and the Work of the DEI Committee</p>	<ul style="list-style-type: none"> • Background <ul style="list-style-type: none"> — DEI is one of five collegewide strategic priorities; it’s further defined as: Attract, retain, and uplift systemically non-dominant students and employees — There are collegewide strategic priority groups that will oversee the work related to each strategic priority. — From the DEI strategic plan: <ul style="list-style-type: none"> Objective 1.2.1: Empower the forthcoming Office of Diversity, Equity, and Inclusion to coordinate, synergize, and enhance DEI-related efforts <ul style="list-style-type: none"> • Action 1.2.1.1: Collaborate with the DEI Committee, DEI subcommittees, and college leadership to provide oversight for the execution of the DEI Strategic Plan • Action 1.2.1.2: Review the existing DEI Committee structure and recommend changes to the Committee and subcommittees as needed to successfully support DEI work at the college <p>Questions to consider:</p> <ul style="list-style-type: none"> • How does the committee envision combining the efforts of the DEI collegewide strategic planning group with the work of the DEI Committee? • Determine next steps/how to go forward given change and transition from outside and within the committee. • What does it look like to empower and lead efforts particularly in light of the college’s new strategic plan? • How should the committee and the college set-up DEI work to be successful in this new landscape? • Does this affect the roles and structure within the DEI Committee or subcommittees? <p>Casey:</p> <ul style="list-style-type: none"> ▪ Drew the committee’s attention to the collegewide strategic plan placemat; DEI is prominent. ▪ Acknowledged the need for greater clarity, and more resources and support. ▪ Asked committee members to consider whether the DEI Committee and subcommittees are structured in the best way: <ul style="list-style-type: none"> — To accomplish the work. — To meld with the collegewide strategic plan. <p>Committee members went into breakout rooms of three or four people to consider/discuss the questions above.</p> <p>Casey will work with Greer and maybe others to record the committee members’ recommendations and to offer suggestions that create more certainty and clarity regarding the collegewide strategic plan. Casey will follow-up with an email linking to a Google document where committee members are encouraged to capture their ideas and amplify the comments of others. Casey will share this feedback with Jason.</p>	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information
<p>7. Update on In-service Items</p>	<ul style="list-style-type: none"> • Recommendation to hold off on additional framework trainings until the term is underway • Fall all-staff in-service event, Tuesday, Sept. 21 from 9 to 11:30 a.m. – there will be a brief panel presentation from folks who served on each of the cohort groups 	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information

	<ul style="list-style-type: none"> • One-hour, collegewide strategic priority breakout sessions, sometime on the afternoon of Tuesday, Sept. 21, time to be determined. Goals of the breakout sessions are still being formed, potential topics: <ul style="list-style-type: none"> — Open house — Accomplishments to date — Marketing the committee and subcommittees — Recruitment for subcommittees — Committee and/or subcommittee structure in the future <p>The committee member considered whether they wished to offer an equitable decision-making framework training during in-service knowing that:</p> <ul style="list-style-type: none"> ▪ It’s still unclear what’s going on during in-service. ▪ The training would not be part of the official in-service programming. ▪ There is going to be some sort of collegewide strategic plan breakout session to discuss the DEI strategic priority. ▪ There are so many other competing activities and work tasks to accomplish during this week. <p>This agenda item blended into agenda item 8.</p>	
<p>8. Discussion about Upcoming Meetings</p>	<ul style="list-style-type: none"> • Proposed fall term meeting dates/times: <ul style="list-style-type: none"> — Tuesday, Sept. 21, afternoon, time TBD * — Thursday, Sept. 23 10 a.m. to noon * — Friday, Sept. 24, 9:30 to 11 a.m. * no meeting — Friday, Oct. 8, 9:30 to 11 a.m. — Friday, Oct. 22, 9:30 to 11 a.m. — Friday, Nov. 12, 9:30 to 11 a.m. — Friday, Dec. 10, 9:3- to 11 a.m. * Does the committee want to meet for 4.5 hours – during the week of in-service? <p>Stephanie reported previous meeting minutes indicated the DEI Committee would meet on September 23, from 10 a.m. to noon. The first portion of the meeting would be an official committee meeting, and subcommittee members would be invited to join the second half of the meeting, which would serve as a kick-off event. Stephanie didn’t envision holding another meeting on Friday, September 24.</p> <p>Casey Reported:</p> <ul style="list-style-type: none"> ▪ On Tuesday, September 21, there are official in-service events/structure. There will be a DEI breakout session. ▪ Initially, committee members discussed using the breakout as a DEI Committee open house. ▪ As details on the breakout unfolded, she learned the session was earmarked to serve as an open house on the collegewide DEI strategic priority. <p>Committee consensus was:</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information

	<ul style="list-style-type: none"><li data-bbox="615 61 1528 94">▪ Stephanie, Casey, and Greer would develop an agenda for September 23.<li data-bbox="615 97 1396 129">▪ The meeting scheduled for September 24 would be cancelled.	
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