

## Educational Equity Committee Agenda

Date: September 17, 2019

Time: 2:00-4:00

Location: 18-206

Chairs: Tabitha Conaway

Note Taker: Todd Windisch

*\*\*\*Notes in red, particularly important notes in bold\*\*\*\*\**

**Attendance:** Tabitha Conway, Todd Windisch, Kat Webster, Giselle Espinosa, Kamran Eftekhari, Arielle Smith, Griselda Paredes, Rafael Delgado, Sarah Mangin, Jim Clifford, Krystal Duncan, Jackie Santizo, Jose Rocha, Luis Padilla, Allie Fasth

- 1) Welcome and Introductions
- 2) Note-taker
- 3) EEC Mission Statement (Revise)
  - Tabitha has draft of new mission statement and added a “Committee Charge”
  - SSSP, BSI, Equity funding is now combined – change mission to reflect that and a changing campus
  - Suggestions from Group:
    - **“systemic inequities, college-wide,” → “college-wide systemic inequities”**
    - Do we need to revise the mission to integrate the parts of the charge? Do we need to add that we are sort of an “oversight” committee? **Include elements of the charge in the final sentence of the mission.**
    - Response: leaving the mission statement more general and changing the charge as items come down from Chancellor, district, etc.
    - “Charge” is the direction the committee is moving vs. “Goals” are the specific stops on the path
    - Response: goals are more quantifiable, should we include goals within the charge? Add specific goals that can be quantified?
- 4) Student Equity Plan- update and next steps; Equity Work Plan
  - Concerns state equity plan didn’t translate to what we’re doing on campus (just checked a box for the state) → not expansive enough
  - We need more voices/input on the plan → is this what we and our colleagues want?
  - **Tabitha’s suggestion: create a campus-wide equity work plan/inventory → living, changing, growing document**
  - **Purpose: all the programs working on campus are captured somewhere and increases participation and collaboration, helps us as a committee to focus efforts and prioritize, holds campus accountable**
  - **Should we move forward with the inventory? Suggestions from Group:**

- Bring this idea back to MCCDC staff, other special programs on campus, to get their input before implementing campus-wide
- A document can be lost in the shuffle of e-mails and paperwork → would a flex day be more effective to connect people if that's the goal (Response: starting with a document is a great place to start as step 1... then move on from there about encouraging participation)
- This could be great in Program Review
- Different programs on campus might include initiatives that do not necessarily fall under the umbrella of equity. Could this become a way of programs just “patting themselves on the back”?
- Can we define that (what is/isn't) before going out to the campus? Or should we just gather EVERYTHING first and then assess?
- This committee would be better served looking at larger programs (admissions, student services, counseling, etc.) rather than focusing on smaller programs that serve smaller groups (example: why aren't these students being served at the larger college and need a specialized program?)
- Developing an equity framework for assessment

#### 5) Program Collaboration Rubrics

- Rubric sent through e-mail
- Goal one: share best practices across campus
- Goal two: support these programs and connect to other programs or offer advice
- **Two questions for the group: Does the purpose make sense? And what do you think about the rubric? Responses from group:**
  - What's the purpose? Do the programs know they're being evaluated? Do they need to go through this review for funding? (No – this is used strictly as a form of feedback; we are not a governing body for SEA)
  - It feels like a mini program review
  - This could be a great tool when evaluating the activities under the equity plan, after the inventory (does the program really do what it's supposed to do) – might not be best to invite programs in for presentation and evaluate (inviting vs. mandating)
  - Definition list; list of SEA mission, values, priorities
  - Take out SEA? This should be an EEC document. SEA uses metrics that don't necessarily align with our mission
  - Word choices of “excellent/good” are too subjective → “effective/ineffective” may not be best choices
  - Feedback needs to be tied into an incentive → we need a process to show why this will be effective before we can tweak the rubric → If a program scores “needs support” or “excellent”, what's the next step?
  - We need to first establish how we're going to use it: Suggestions:
    - Could be used for programs to help them with program review
    - Create an inventory of equitable practices to share out

- **Is it better to go out to department/division meetings rather than bringing people in?**
  - **Flex Day: show programs how to evaluate their OWN program for equity – definition list and rubric would help for that (equity toolkit)**
  - **Encourage people to bring their problems and challenges rather than trying to show what they're doing right**
- 6) IPC (institutional planning committee) rep
- IPC has been tasked with enacting Education Master Plan and equity is on there so they're creating an equity task force
  - Meeting will be held tomorrow, will learn more about how this will be structured: send IPC task force members to this group? This group becomes task force? EEC members on IPC become a smaller task force? Stay tuned.
- 7) Committee Goals for the Year
- **Goals Brainstorm:**
    - equity toolkit (alternative assessment & evaluation)
    - equitable hiring practices
      - equitable retention practices (how do we support marginalized staff/faculty)
    - Policy/online presence
    - Counseling will be guinea pig program (specifically, where do students stop)
    - Framework
- 8) Announcements and Share-out
- Gina Garcia will be on campus Oct 9<sup>th</sup> : three workshops, keynote
  - Safezone Meeting Oct 25<sup>th</sup>

#### **Announcements:**

- **Equity Office Hours**
  - Oct 1-November 26
    - Evan Kaiser, Tuesdays 12:40-1:40 (15-105)
    - Todd Windisch, Wednesdays 12:40-1:40 (15-148)
- **Flex Day with Dr. Gina Garcia**
  - Oct 9<sup>th</sup> Flex Day
  - Keynote on transforming from HSI enrolling to HSI serving
  - Workshops on Culturally Relevant Pedagogy
- **NorCal Equity Institute**
  - November 1-2, 2019
  - San Jose City College
  - 3CSN event, \$75 registration