Equity Committee

# Meeting Minutes

# November 22, 2016

## Opening

The regular meeting of the Equity Committee was called to order at 1:39pm on November 22, 2016 in the Teaching and Learning Center by Eduardo Cervantes.

## Present

E. Cervantes, K. Moberg, K. Warren, C. Velarde-Barros, M. Clemente, E. Luna, J. Tomasello, C. Cisneros, D. Achterman, R. Shook

## Approval of Minutes

## E. Cervantes – Motion for approval of November 8, 2016 meeting minutes. E. Luna moved to approve. Approved as presented.

## Updates

* E. Cervantes will be attending the statewide meeting for Equity Coordinators at DeAnza College on December 2, 2016 to discuss best practices
* 2016 Equity Summit at Skyline College on December 9th, K. Warren is registered to attend. She will not be able to make and suggested someone take her place because the meeting is waitlisted.
* E. Cervantes is requesting a long term Co-Chair for the Equity Committee.

## Dreamers Group

C. Cisneros provided an overview of Dreamers Group, a working group/taskforce and a summary of their last meeting. Last year there were 224 Dreamers on campus and they would like to determine the amount for the current year. With a new full time EOPS, Foster Youth, Equity Counselor, with December 9th start date, she will be able to support the Dreamer population as well. Gavilan does have a Foster Youth population who are not engaged enough but the population for Dreamers is three times greater. Students who are not eligible for EOPS but fall under the Foster Youth and Equity population will still have access to services. 25 Chromebooks, backpacks, and school supplies have been purchased to support the Dreamers and Foster Youth. The Task Force is looking to create safe spaces for Dreamers by educating faculty and staff. A letter will be sent out to Gavilan faculty and staff asking for interest as an ally. Education and training will be provided to those who are interested so that educators can educate. A resource list will accompany the letter to provide basic information on DACA, AB540, and Dreamers. C. Cisneros also suggested that we reach out to different organizations that support this population. Remember that we are all K. Moberg asks that we be prepared for negative feedback towards this group of students. E. Luna reminded us that some of these students come from hybrid families where one child is a Dreamer and the other child is a citizen. He would also like to see the history of immigration, more of informational forums to be a part of the training for the entire community for a better understanding.

## Plan Assessment Form

E. Cervantes made changes to the Plan Assessment Form from the last meeting and is finalizing the details. E. Luna and C. Velarde-Barros moved to approve, all in favor, no opposing, and the item was approved.

K. Moberg encourages departments to put requests into program plan for general needs. She also discussed the rights of the committee to request a one page write up on certain positions on campus to ensure the position is meeting the objectives of the equity plan.

## Retreat Planning Update

The date of the retreat has been determine to be January 25, 2017 and to be held all day. K. Moberg suggests splitting the retreat into two parts, morning half focus on Equity, in the afternoon on integrated planning. E. Cervantes distributed and discussed “Bringing it Together: Integrating Plans to Achieve Student Outcome Goals” and the need to look at the “whole elephant” to identify the gaps. E. Cervantes asks for input on whether the retreat should be held in three parts in a one week period or one large retreat to include all committees. E. Cervantes requests a Philosophical Committee formation.

K. Moberg discussed the clear equity issues such as there being a lot more women and few men of color. Equity represents students and the committee should represent student population, how do we reflect the demographics of our student population in our employees? E. Cervantes asks questions for the committee to consider: Where is funding allocated in Equity/General? Why choose someone over the other when considering new employees and student demographics. The Gavilan community needs to broaden who we are and better serve our community. K. Moberg suggests bringing in a guest speaker during college hour to educated the community. E. Cervantes suggested emailing the EEOC Committee to start partnering with the Equity Committee and to consider combining the two to “move things”. Another idea was to a create work group, Culture of Equity. E. Cervantes will send out the email to form the committee. C. Velarde-Barros recommended a “Train the Trainer” format for the retreat so that it can be brought back to Gavilan and used to train other trainers. K. Moberg suggests asking students to become involved and to ask them how they can become involved in creating equity. K. Warren suggests having the three SSSP groups meet during lunch to train and build community. K. Moberg would like to commit a date before Spring for “Train the Trainer”.

## Data Workgroup

E. Cervantes acknowledges that the committee is interested in drilling down on data but focus needs to be on collecting the data, understanding how to use the data, and how to determine if the data is useful. C. Cisneros would like to make sure that data on Dreamers at Gavilan is captured. K. Moberg addressed the big void with data, students vs. students in programs, the void being in the middle. Look for trends for equity purposes to find solutions to connect students to resources. K. Warren would like to see data that captures students who have made it through first semester, first year, etc. P. Wruck is concerned of the many surveys being sent out and not enough promoting. In order to be more focused, he suggests selecting a common topic and to get all faculty and staff on board with promoting.

## Additional Funding Requests

There is $20k more in the budget this year, a discussion about where funds will be allocated needs to take place. To request additional funding, you must complete a form and request reports from specific department to see how they are Equity focused. Target population needs to be considered, does not always have to go to categorical programs who already receive funding, and look at student gateways for consideration. The committee needs to determine which requests go to the entire committee for approval or which can be approved by a subcommittee. Threshold, processes, and selection of committee members need to be determined. This discussion led us onto the subject of developing the website for Equity. C.Cisneros would like to move forward to make information accessible, J. Tomasello volunteered begin the webpage and get it up and going once provided the information. She will reference Equity pages from other colleges and include an equity statement.

## Agenda for Next Meeting

* Integrated Planning
* Assess form and turn into a fillable form
* Set date for Train the Trainer
* Create funding request work group
* Set up webpage

## Adjournment

Meeting was adjourned at 3:00 pm by Eduardo Cervantes. The next general meeting will be at 1:30pm – 3:00pm on [click to select date], in Teaching and Learning Center.

Minutes submitted by: Jennifer Tomasello

Approved by: [Name]