**Equity Committee Minutes**

**5/09/17**

**2:00 pm-3:30 pm**

**Teaching and Learning Center**

**ATTENDANCE**

E. Cervantes, J. Richburg, E. Talavera, C. Cisneros, C. Velarde-Barros, O. Lopez, S. Sweeney, V. Martinez, B. Boeding

**GUESTS**

K. Moberg, J. Tomasello, M. Chatterjee, F. Lozano, D. Fuentes, P. Wruck, R. Brown, R. Shook

1. **Call to Order** at 2:04 pm by E. Cervantes
2. **Roll Call** by E. Cervantes
3. **Approval of Agenda**

Add

VI.a. Rho Alpha Mu Debriefing

VI.b. Statistics/Data Follow-up about African-American population

**MSC (C.Cisneros/S.Sweeney) Vote: Motioned passed with additions**

1. **Approval of Minutes**

Addition to Minutes:A brief discussion was held about investigation method to include African American/Black student’s representation within the measurable demographic for Gavilan College equity Plan. Action plan: Eddie and Jacquelyn will follow-up and review the plan, work with the researcher to determine possibility of an implementation approach.

**MSC (S. Sweeney/C. Boss) Vote: Approved with revisions.**

1. **Reports/Information**

**a.  C. Cisneros -**  Presented and explained use of the “Know Your Rights” Wallet cards that were purchased with Equity funds supporting our undocumented students or students with undocumented family members.

1. **New Business**
   1. **Rho Alpha Mu -** 2017 Spring Convention over view given by students - Trip was funded by the Equity Committee. Students described their time at the convention. The first day was spent becoming familiar with the area, the workshop spaces, hotel, and meeting other participants. Day 2 the students attended workshops and one Gavilan student was awarded a scholarship. The students experienced community building, their relationships grew and a bond was created during the long drive and the convention. These conventions are held every semester, the larger is held annually during the fall. The next large convention will be held in San Jose.
   2. **African Americans as a disproportionate- J. Richburg**

J. Richburg presented to the committee that the African-American population is growing and is part of the disproportionate group. In the past data, it was not collected because the researcher at the time felt that the data was too minimal to consider. J. Richburg suggested that the committee start collecting the data regardless of size. It is a small group but one that can use the support because the campus does not want to lose these students. P. Wruck discussed the figures in the equity plan and inability to replicate. African American stats do not exist in the current plan because they are less than 1% of Gavilan’s enrollment. S. Sweeney asks if J. Richburg wants Equity to watch this population or bring it into the Equity plan.  J. Richburg brought this to the committee because the group exists, in small numbers, but they exist and the committee should consider them. C. Velarde-Barros suggests that this should also be brought up to the Learning Council. S. Sweeney added that they do not meet the criteria with the data in the last academic year but the committee should keep track of this population. C. Cisneros mentioned the change in the proposal form giving the ability to discuss a need even if it is not in the equity plan.  V. Martinez suggests that the committee continuously run and discuss the data. P. Wruck will inform the committee of the next data upload. It was suggested that Equity member review reports before meetings. K. Moberg spoke with D. Del Carmen from the Kinesiology and Athletics department who is interested in creating special support programs for all athletes. They will be coming to equity for support. K. Moberg feels like this is appropriate for this conversation.

**Next Steps:** Review the data after every term and use other categories when deciding on updating the funding process. Review the data next meeting.

* 1. **Funding Process Sub Workgroup- C. Cisneros/C. Boss**

C. Cisneros distributed an updated proposal form and proposal framework. The committee reviewed the *Equity Proposed Framework* and *Equity Funding Process and Timeline* revisions. C. Velarde-Barros and K. Moberg suggest putting together a weekly timeline and ask for proposals twice an academic year so that institutionally everyone is on the same page and can prepare for submissions on time. K. Moberg added that Professional Learning funds are still available. S. Sweeney suggests for call outs if there are not enough attendees to a professional learning event. K. Warren suggests adding a request for equity funding for professional development on the equity website.

It was suggested that proposals under $1000 be forwarded to the subcommittee who in turn will forward to K. Moberg. All other proposals will go to the subcommittee and then presented to the committee with their recommendations.

**Next Steps:** The finalized *Equity Proposed Framework* and *Equity Funding Process and Timeline* will be voted on at the next committee meeting.

* 1. **Chairs and Subcommittee Chairs- K. Moberg.**

K. Moberg informed the committee that because C. Velarde-Barros is faculty, a job description needs to be developed and distributed across the campus for others to apply and interview for the chair position. The subcommittees do the work of individual areas and report back to the larger group. She recommends combining a centralized committee of SSSP, Equity and Basic Skills into one large group.  Having separate groups requires too much time and has not been successful. This idea will streamline things for next year. F. Lozano added that the Basic Skills committee is on board.

K. Moberg stated that the committee needs to change how it thinks about things because there must be a change to the outcomes. This will allow the campus to work together to better reach the set goals. She will look for funding for a coordinator from faculty with a small release time. Realistically, the committee needs a real position but currently there is not enough funding.

* 1. **Election of Chairs (Nominations)**

E. Cervantes was nominated to continue as a co-chair. No nominations were submitted and voting must take place at the next meeting.

1. **Old Business**
2. None
3. **Next Steps (5 minutes)**

* C. Cisneros will revise the process and timeline for proposals and present for voting at next meeting
* P. Wruck will present the Gavilan data to committee via GavData. V. Martinez suggests that all members review the data prior to attending the meeting.
* Nominations and voting

1. **Adjournment by consensus at 3:14 pm.**