#### **Diversity Council Minutes**

#### **Nov. 1 , 2019 ~ 9:00 am to 11:00**

#### **Boardroom**

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| **Time** | **Item** | **Process** |
| **10 mins**  **9:00-9:10** | **Introductions**  **Review and approve agenda** | **All**  **Vote by members** |
| **5 mins**  **9:10-9:15** | [**Approve minutes**](https://docs.google.com/document/d/14lhL8BIQXzvAiRzbU5noNZpnIfopc04SxLRD8qic-Ck/edit#heading=h.gjdgxs) **of previous June 7, 2019 meeting** | **Vote by members** |
| **10 minutes**  **9:15-9:25** | **Bias Policy (COPPS status) &** [**Bathroom Policy**](https://docs.google.com/document/d/1xieHpiLaJToZfmRmt-Bib8jr0K-TAzrazMepMVa79mk/edit) **Update** | **Greg/Sarah** |
| **15 mins**  **9:25-9:40** | [**Non-discrimination policy introduction**](https://docs.google.com/document/d/15SDzSbA58D-IBCXfNoC0zWN6rQe9i-Tb8A79MLiWuNg/edit) | **Cameron**  **Discussion** |
| **20 mins**  **9:40-10:00** | **ASLCC/Student leadership updates** | **Bryant/Cameron/Fatima**  **Discussion** |
| **20 minutes**  **10:00-10:20** | **Cultural Competency Professional Development; Equity Lens Implementation updates; Community College Equity meeting update (Tracy)** | **Greg/Tracy**  **Discussion** |
| **30 minutes**  **10:20-10:50** | **Discuss and select potential projects for** [**2019-2020 work plan**](https://docs.google.com/spreadsheets/d/18JiFQ3NYWplaebw63lRadmp-okdl-V4urdy_8mhaiXs/edit#gid=1161341563) | **Vote by members** |
| **10:50 - 11:00** | **Announcements** | **Discussion** |

***Members:*** Greg Evans, Deborah Butler, Sarah Lushia, Rosa Lopez, Gina Szabady, D’Ante Carter, (Anna Scott -out for Fall), Marsha Sills, Matt Fadich, Cameron Santiago, Bryant Everett, Fatima Al-Shamasi, Paul Jarrell, Shane Turner, (Mark Harris: ask if he wants to continue), (Drew Viles) add: Tracy Weimer

***Recorder***: Tracy Weimer \*note that the agenda and minutes for June 7, 2019 have an incorrect date.

**Attendance**: Sarah, Cameron, Greg, Rosa, Marsha, Shane, Matt, Gina, Fatima, D’Ante, Bryant and the Recorder: Tracy.

Guest/Potential new member: Donyel Hill

No quorum at 9am

Quorum at 9:01am

**Introductions**

**Agenda**:

Motion to approve by Sarah, second by Cameron, 7-0-0 Motion Carried

Recorder requests chairs give audible vote count, in ‘yes-no-abstain’ format.

**Minutes**:

Date Correction to June 7, 2019

Motion to approve with edit by Matt, Second by Cameron, 6-0-1 Motion Carried

**Bathroom Policy Update**

Last Year work, advisory memo academic year before last. This memo is in final draft form (on drive, in system). This council moved it forward, Sarah took it to Facilities council and passed there, both ASLCCSG and GSA approved it. At the end of the year last year, there was push back about moving the Bias Policy and there was concern that this policy would get caught up in that struggle. Hopeful that facilities council will co sponsor, if they choose not to then this council will move it forward on our own.

Gina S. entered

Shane asked if the concerns/changes/feedback was incorporated into this (current) draft. Sarah answered in the affirmative. Facilities requested some specific language changes for clarifications. Foot Washing station suggestion was made by International Programs, it was not in the draft that went to facilities council and there was not any pushback.

Fatima entered

We area a point that we need to identify any changes and vote on it at the next meeting, so that it can go to Facilities Council (to co-sponsor) and move through the system by the end of this academic year. Bottom sections is for new buildings and significant remodels, that is the area of (potential) feedback from/by a member of this council.

Marsha suggestion to send out final call for edits. Sarah requests that this be voted on next meeting, regardless of whether or not folks ask for edits. Matt agrees - We want this to be settled before the Bond measure goes out.

**Bias Policy (COPPS status)**

Approved by College Council, Annakate had questions recently about how/what the process is to publish it onto COPPS.

Bias Policy *Reports* - Do we have a place/system to hold information of/for reports already made? (No)

Shane - All policies must be adopted by the BOE before they go into effect. (Procedures can be adopted more quickly, does not require boe approval or modification). Discussion - what must go to the boe, what can we pass/adopt/implement on our own and what must go to full vote of board of education. Brett Rowlett is working with Greg Evans on this, more will be reported out soon.

Sarah - We made an intentional choice (RE CCPD example) to take that policy to the BOE, because we could not get tractions (ourselves). Shane - final step is BOE adoption for (any) Policy. Example Whistleblower policy that did not move through the council system. Distinction of what is under board authority - Greg will discuss with Brett, he noted that our (policy) work is more operational and has not previously required BOE-level approval.

**Non-Discrimination Policy** and introduction of newly drafted/proposed ASLCCSG policy

Cameron - new policy proposal has been uploaded into the Drive. Drafted by Bryant Everett, the ASLCCSG President.

Recent upload, most folks in the room cannot yet access this document.

Potentially a modified matrix has been posted, there is a mark (now) that denotes that we move policy ultimately to the BOE. Guidance/Source of Language for a policy - Decision-making structure. Subtopic of ASLCCSG’s proposed policy - MyName/Naming Policy (deadnames, rosters and class lists) element is held up in the IT department. Matt mentions that the Registrar needs to be involved in that conversation. Preferred name vs Legal/Deadname. Staff have the option to use their preferred name, students are not afforded the same courtesy/respect.

Rosa - should we convene a potential Committee/Workgroup to work on this? Note: at least one person from this council will need to be involved, to help move it to the next step. (Sarah, Deborah, AnnaKate were names offered as suggestions, to assist with language development in this policy)

ASLCCSG - Cameron was asked what projects they might like to update us on, or request assistance with? Anecdote about a Latino student experience on/departing LTD Bus at main campus bus station. Report: “Go back to your country” and a racial slur, as well as ‘flicking’ his hat/bullying. Greg says there is process and procedure to lodge a complaint, they have cameras onboard and policy/process/procedure within LTD “nondiscrimination.” Procedure was pulled up on the screen, Shane described the process. Questions/discussion re safe environment to share this report. Report was made to a student senator, who brought the issue to the entire student government. What is the Student to Student complaint process (campus process). Discussion re forms and processes on both our campus and ltd platform. Shane did a search inside LTD.org domain, he found a (domain)/title-vi-policy-statement form.

Who do we refer the student to in future, for this sort of experience? What protections/processes are in place?

Shane has to leave soon to a Title IX meeting… some of those complaints would follow the Title IX report path. Policy/Procedure refers students to Paul Jarrell.

D’Ante enters 9:36am

Donyel enters at 9:37am

Safety plan (campus domain <<~~enter link~~ *Unable to locate in Lanecc.edu server*>>)

There is supposed to be a readily available list of folks to talk to RE safety concern, there used to be. Now with the reconstruction/reorg and being short staffed, that went away. Now folks are referred directly to Paul or Carl.

**Item for Future meeting** - bring in folks who we are supposed to send students to, to ask them to share these details with us so we can share them out to the broader college community.

Greg feels that the (complaint) procedure should be revamped, particularly with regard to students who are perpetrators. Paul is generally considered the ‘good guy’, who folks can go to.

D’Ante - RE Sexual Misconduct, Sexual Harassment and Gender-based Discrimination policy/complaint process - he was looking at this policy last night - this is the only one that actually has a complaint form. Matt mentions it is sort of a ‘catch all’ form. D - Public Safety policy states that all of these complaints should go directly to them.

Bryant entered 9:43am

Supplemental Introductions of folks who entered, while D pulls up the Sexual misconduct and stalking (COPPS says procedure, he believes it should be policy). D’Ante would like to propose that we review and disseminate the complaint process and forms. It should not be this/that hard to find the form, or make a complaint. Many steps, little clarity. Too many steps, we need to streamline the process. Shane mentions a civil rights visit. The college made a commitment to streamline this process of filing a complaint. As a model - He really likes the one from Rogue Community College. [**https://web.roguecc.edu/complaint-process**](https://web.roguecc.edu/complaint-process) (hyperlink takes you to their splash page)

Matt - RE: splash page, when it gets to IT, it becomes a glue trap.. Shane stated that he was hired on at LCC to work on improving the complaint process before taking his current position as head of HR. Matt - maybe we can take a lower tech option, not the regular/formal workflow option.. Agreement, that would move this along.

Bryant was asked if there are any student leadership updates, she noted this time does not work for her, and that Fatima and Cameron will be the official ASLCCSG reps on Diversity Council.

Clarification after the draft was located in the drive by chairs - Proposed policy name: “*Non-Discrimination on the Basis of Gender Identity: Transgender and Gender Nonconforming Students.”* ‘MyName’ policy is a subtopic under this policy (name and pronouns). ASG working directly with staff, doing testing in Banner. The are testing putting a student’s pronouns on class rolls. The student will make the pronoun known by using this tool, as this evolves student leaders will need (support and guidance to develop) a process/protocol for when a faculty member disregards that preference.

**Cultural Competency Professional Development (CCPD)**

Greg giving an update of what is going on - earlier this week he sent out an email to all-staff (employees). We have had discussion about potential requirements and we came to agree that 12 hours (Cabinet). Greg got his ‘Hand slapped’ re implying a faculty obligation to participate before the bargaining has been completed on this topic. Look to the recent Email sent out (by Greg Evans) that highlights what we are doing. Calendar coming soon.

Cameron - is there a vetting process for credit for external events/attendance? Greg - Yes, when a form and documentation are submitted to my office, we review and investigate the occurrence to determine if credit is appropriate.

**Equity Lens Implementation**

Moving forward - managers are responding to the call to schedule those Equity Lens Implementation Team (ELIT) toolkit trainings. We have 3 booked, and 4 more are in the scheduling process. Modality (Safe Colleges, In person workshops from both internal & external trainers) Greg asked Bryant for a meeting for student engagement and access to these trainings. Tracking and Record Keeping are falling into the CCPD database.

**Community College Equity work** (across the state)

IDC - Community College Diversity Officers meet to discuss issues we are all working on. Tracy attended a joint meeting with the Rural Consortium where she learned about how few resources some campus have to do this work. The Consortia hope to come to an arrangement, where campuses with larger staff can dispatch/assist their rural counterparts.

HECC Equity Advisory Group - (members of this group are intended to be the highest level person from each college working on/in Equity work). Tracy attended a meeting of this advisory earlier this week in Salem, where they spoke about an upcoming Cultural Competency Summit which will be hosted by OSU in either June or July 2020. Community Equity Roundtables have been happening, one took place at LaneESD that focused more on the K12 side. We can ask for a roundtable to address more Community College-centric topics. In the HECC meeting, many colleges and universities shared that they are facing the same issues and pushback about mandates that we are.

Greg noted issues with ‘part timers’ and getting their managers to allow engagement. Here at Lane we are developing an educator pipeline for emerging teachers of color - working with LaneESD on this.

Sarah - suggest we add participation credit for the class that employees can take for free (one of the certified classes for CCPD). Fully attend/audit or come in by invitation to be part of class conversations. FEE Waiver for full registration.

Greg - We need a list of classes and instructors to disseminate. Sarah suggested we create CRNs for employee only (specific # of seats) attendance in courses that qualify. Greg’s office is working with HR, and Shane is a breath of fresh air. Tracy is working on the framework for Safe colleges (particularly for classified at this time) and others we have outlined including internal and external opportunities.

**Work Plan Discussion** (not exhaustive, refer to work plan document in the drive)

* Behavioral Intervention
* Student Experience Survey (basic needs) / Sarah spent apx 100 hours on the draft. Gina wonders if there is another council/entity that could take this on. Example - Student Life Cycle project. Rosa mentions there are a lot of Silos happening and a lot of work happening in those silos. Sarah cautions that the lived experiences survey is different than these other tools, there is really no other way to collect the information we need/want. This was supposed to be undertaken by Greg and his office. Many executives/managers state that “This is a great idea, but…” they do not have the resources/bandwidth to do it. The data that this survey will collect, is not collected anywhere else. They could work hand in hand, to get a holistic sense of what we are trying to collect. Gina says she can take it to Guided Pathways, they have an engagement team. Sarah mentions that it should be in the drive. Is there any objection to (farming) this out? The question is who is going to process that data and protect the information from disclosure. Sarah states that there is too much for one person alone, to take on that trauma. There was no one (person) who was willing to take it on, who holds the ethics to do it properly. Sarah is willing to work as a team on it. Some members of DC have not seen the survey. Matt can help to process data.  
  Look at the survey next meeting as a group. Questions have been vetted already, not really any systems issues - it is about bandwidth and willingness to undertake this. Donyel asked if we would be willing to take a different survey and categorize questions and move away from open ended questions (per the volume of material). This is/was part of a 5 year plan. These survey questions were selected so that we could do comparative data analysis. About half of them are closed ended, for a baseline. Sarah has no objection to the survey being altered in the way Donyel suggested.
* Discrimination Policy
* Bathroom Policy
* Policy Review - which should be procedure, which should be policy. Outdated items, difficulty in locating forms or clear ‘chain’ of command/contacts to resolve issues. School is not fond of funding new positions, but…   
  Only 4 Pillars/options for resolution when a complaint must be lodged - Public Safety, HR, Title IX Coordinator in the GEC, Student Standards. COPPS is not user friendly (not indexed).

‘Student of Concern’ is not even in copps..  
The only way to find Carl, (if you do not already know what he does) is on the form itself (Student Standards)

Final thoughts

Governance Structure - current year status quo, proposed changes will be rolled out this year at some time. Some folks believe that a decision has already been made regarding the new structure, ‘dog and pony show’

Rosa wants to bring Anna Scott back into the conversation, if she is only out until early December…

Greg believes Brett needs to be in this conversation..

Bias Policy path/approval, revisit discussion about process.. This was officially approved in FY19, if there was a change to our matrix very recently (as several folks stated) it should not affect this policy which was passed last year.

CCPD - D’Ante commends the CCPD work done thus far and suggests we move away from the traditional model, “could we look at modernizing the engagement?.. To ease barriers and get folks more intrigued and participatory.. As an institution, the youth…” Clarifying question - do you mean something like/at Inservice - as a model (full focus on Cultural Competency and Equity). Marsha - Caution, something has already been tagged as a focus for the spring conference.

Guided Pathways ‘GP’ (scuttlebut that GP is the ‘new’ center for this equity and competency work)

Greg mentioned Rob Johnstone stated that the theme/CC piece needs to be embedded into GP.

Micromessaging..

Pushback on Mandate/REquirement… Compliance..

It needs to be embedded into everything we do..

More courageous conversations, less talking at folks.

Rosa - Guided Pathways equity onboarding meeting… will report out on that next meeting.

CCPD and Guided Pathways should be ironed into our core values and themes..

More engagement, fewer lectures.

**Workgroup meeting November 22, 2019 9am Location TBA**

**Time and Place of next Diversity Council meeting: December 6, 2019 9am in the Boardroom Building 3, Room 216**