



DEIAA Committee

MINUTES for

Thursday,
September 19th,
2024

12:30-2:00pm

Zoom

Members Present:	Esteban Ismael Alvarado, Dr. Franklin Garrett, Megan Leppert, Dr. Kelly Metz-Matthews, Anjali Patel, Stacy Surwilo
Members not Present:	Dr. Shakerra Carter, Dr. Minou Spradley, Richard Gholson,
Guests:	Alfredo Lopez Chaparro, Carol Basilio, Helena Wei, Jessica Luedtke, Jessica Varnado-Swall, Anagit Traganza, Tara Gilboy, Minoo Pakgohar, Jo Hart-Lloyd, Patty Lopez, Lee Blackmore, Diana Vera-Alba, Stevan Dupus, Marne Foster, Maureen Rubalcaba
Recorder:	Nashlee Solis

AGENDA

1. Call to Order 12:30pm

2. Review Agenda, Approval of Minutes

2.1 Approval of Agenda

CONCLUSION	First motion to approve by Tara Gilboy. Second motion to approve by Patty Lopez.
------------	---

2.2 Approval of May 20th, 2024, Meeting Minutes

DISCUSSION	Esteban made spelling corrections to guest names.
CONCLUSION	First motion to approve by Maureen Rubalcaba. Second motion to approve by Tara Gilboy.

3. Information/Discussion Item(s)

3.1 Lunch w/ Angel + Wellness Without Wax (a workshop designed for women) Sept 24 @12:30-3pm

INFORMATION	Maureen shared information regarding the workshop: <ul style="list-style-type: none"> This workshop is a combination of professional and personal development open to all staff, faculty, and students. RSVP required with a cap of 50. Both sessions (9/24 & 9/25) will be at ECC in the Foyer.
-------------	---

3.2 SDCCE Pathways brings Keynote Angel Aviles (9/25 @1:15-3pm)

INFORMATION	<ul style="list-style-type: none"> A reception will be held from 12:30-1:15pm followed by a meet and greet open to everyone. An RSVP is required for Angel's book "Too Happy to be a Sad Girl", as they are limited to 100 books.
-------------	---

3.3 National Coming Out Day Oct 9. LGBTQ+ Student Success

INFORMATION	<ul style="list-style-type: none"> Coordinator Lisa Carulli is seeking volunteers to share their voices. Contact icarulli@sdccd.edu by September 20. Esteban encouraged the committee to seek out a student or fellow staff member to contact Lisa Carulli to share the importance how LGBTQ+ experience has shifted and played a pivotal role in the development of the communities.
-------------	---

3.4: Fall Diversity Book Club (The Meritocracy Trap) launches October 11th!

INFORMATION	<ul style="list-style-type: none"> Initially Esteban wanted to start with Resmaa Menakem's "My Grandmother's Hands- Racialized Trauma and the Pathway to Mending Our Hearts and Bodies", but thinks it would best be aligned with the CODE trainings that take place in the spring.
-------------	--

	<ul style="list-style-type: none"> • The Fall choice will be the Meritocracy Trap starting October 11th. The first 30 participants will receive a free copy of the book. • There will be 3 meetings (10/11/24, 12/6/24 01/10/25) Members who attend all 3 dates will receive 7 flex hours. Each meeting will be 1.5 flex credits. • Esteban hopes to have a flyer created and sent out by next week to attract more participants. Esteban also encourages the committee to share the flyer with their colleagues.
3.5: Revision of the Governance Handbook	
INFORMATION	<ul style="list-style-type: none"> • The revision of the Governance Handbook is an opportunity to understand our participatory governance and out operational committees. If there are any changes, this is the time to bring them to the forefront. • Jessica states that with the reorganization with a new President and accreditation, it was best to hold off on updating the Governance Handbook until all of these items were stable. • We will be bringing the instructions to the instructions of template for committees to update their templates. They will have October-December to complete their templates. • It's a one-page template that includes items such as a mission statement, and brown act compliant. Once completed Jessica will go the EPC for approval. • Most changes to the governance webpage will be the look of it and clarity for the parent EGC committees. • Jessica is also currently working with EPC and EGC on a transparent process to determine subcommittees, and committees. • Jessica and Esteban discuss the changes they would like to make to the DEIAA webpage, including the name (DEI to DEIAA) and changing "Goal" to "Major Responsibilities". • Esteban added the current copy of the Governance Handbook • Jessica wants to add voting membership/non-voting membership as way to be inclusive.
3.6 Introducing the Cultural Events Calendar Subcommittee	
INFORMATION	<ul style="list-style-type: none"> • Dr. Franklin will be the administrative support for the Cultural Events Subcommittee with Cindy Ybarra and Damella Abbott as the Co-Chairs. • The goal of this committee is to partner with the DEIAA to create meaningful events for students and the campuses communities that represent Diversity, Equity, and Inclusion. • Esteban agrees that the event that will be developed by the Cultural Events Committee will align with the goals of the DEIAA Committee. • Future meetings are TBD. • Jessica would like to know how the calendar will be set up. Dr. Franklin said this is still in the works and is open to suggestions. • Jessica is curious as to how the events would be funded. Dr. Franklin informed the group that they already have a fully funded contract for 6 major events. Dr. Franklin also informs the committee that depending on the event, for example Black History Month, the subcommittee would try to work with the Affinity Group for funds. The Subcommittee will work with all available groups and committees to achieve their goals. • The DEIAA committee is funded through a grant, and is usually allocated for NCOR and the book club, so funding would be impacted if the DEIAA were to support any Cultural Events. • Esteban has a meeting with CDAC to determine what the Diversity fund will be, and is hoping to come back with good news at the next meeting.
3.7 DEIAA Committee Timeline Fall 24/Spr25	
DISCUSSION	<p>DEIAA Committee Timeline Fall 24/Spr25</p> <ul style="list-style-type: none"> • Esteban shared the DEIAA Committee Timeline for Fall 2024 and Spring 2025 • Esteban is looking for volunteers for to Support the Cultural Event Calendar Subcommittee for special projects and celebration of diversity. • Esteban is looking for volunteers to support the Diversity Book Club; volunteers will be provided a free copy of the books for Fall and Spring. • In November, Esteban will be looking for volunteers who do not intend to apply for funding to attend NCORE, to assist in scoring applicants. • Esteban is looking for leaders, especially those within the DEIAA committee, and other volunteers to support the SLO Committee in assisting program leadership in developing program level SLOs in either January or February. • For the Diversity Book Club, Esteban is looking for volunteers to help facilitate the meetings. • With the Diversity Pledge now institutionalized, Esteban is looking for volunteers to help design either a google or Microsoft form to host signatures, connect resources, and provide inroad for faculty and staff to

	<p>join the DEIAA committee. Esteban would also like to incorporate a DEIAA newsletter to keep people informed and engaged.</p> <ul style="list-style-type: none"> • Support for DEIAA sessions at STAR Conference; more information to come after Esteban speaks more to Carla on this topic. • Esteban would like to end the academic year strategizing and promoting the SLO#5 and Diversity Pledge during Fall 2025 Institution Days and will be looking for volunteers to assist in promoting. • Dr. Franklin asks if he is able to join the NCORE Task Force if he will be attending, but applying for funding. Jessica states if you have your own funds for attending, and not competing for funding, then yes, you can be on the force. • Jessica suggests that she and Esteban talk more about establishing other funds for NCORE as Conference Funds are being cut down. • As volunteers come forward, Esteban will update the Timeline. • Esteban is listing the names of all the new members, and will give them access to the team's folder.
LITERATURE REVIEW	<ul style="list-style-type: none"> • [Sept24] Structures-for-Belonging_Healey Stroman.pdf • Esteban added this literature review for an opportunity to continue professional learning. This gives context to some of the research, and the why the idea of belonging is so valuable. • The sense of belonging is a topic that is touched on in the DEIAA committee along with other professional learning opportunities such as FELI and CODE.
Action Item [who?]	<ul style="list-style-type: none"> • Jessica will be sending out the instructions to all the committee leads and co-leads for them to bring it to their committees. • Jessica will discuss the terminology of membership with the Governance Council.
4. Adjournment Meeting adjourned at 3:00pm	

NEXT MEETING:

Thursday, October 17th, 2024 12:30pm

Zoom

Minutes submitted by:
10/17/24

Nashlee Solis

Minutes approved: [Approved by Committee on](#)