



## Notes

### Diversity, Equity & Inclusion Council Meeting

Thursday, May 3, 2012, 2:00 p.m. to 3:30 p.m.  
Cuyamaca College Library Room C-145

**Present:** Carlos Contreras, Nancy Jennings, Linda Jensen, Anne Krueger, Cindy Miles, David Milroy, Leonor Perez, Arleen Satele, Pamela Wright

**Absent:** Agustin Albarran, Danene Brown, Janet Castanos, Kathryn Ingram, Raad Jerjis, Alicia Munoz, Barbara Takahashi

**Recorder:** Valeri Wilson

	Follow-Up/Action
<p><b>1.</b> DEI Retreat (March 23'12, Mission Trails)</p> <ul style="list-style-type: none"> <li>▪ Debrief</li> <li>▪ Next Steps</li> </ul>	<p>Council members reviewed and revised the draft meeting notes from Edwina Welch. The notes and Edwina's PowerPoint presentation will be added to the DEI website on the Intranet.</p>
<p><b>2.</b> Update: ACE <i>At Home in the World</i> (Brown/Albarran)</p>	<p>Anne Krueger reported on the virtual meeting held with all 8 institutions, and the different areas of focus. A best practices conference will be held this summer. ACE has created a blackboard portal as a way to build a "community" with the representatives from the different institutions participating in the grant. Council members asked to share the website and login information. <i>[Note: subsequent to the meeting, we learned that ACE asked that this information not be distributed, so we will rely on Agustin and Danene to keep us informed.]</i></p>
<p><b>3.</b> Reports: Communication Subcommittees (Albarran, Jennings Castanos, Krueger)</p>	<p>Council members discussed the objectives and goals for communication and agreed that the list of "Communication ideas/plans" at the end of workshop notes would be a good starting point.</p>
<p><b>4.</b> Reports: Site DEI Committees</p> <ul style="list-style-type: none"> <li>▪ Cuyamaca College</li> <li>▪ Grossmont College</li> <li>▪ District Services</li> </ul>	<ul style="list-style-type: none"> <li>▪ Cuyamaca has designated a "quiet room" for use by anyone interested, and two unisex restrooms on campus. They are in the process of creating website that will link to the District DEI page.</li> <li>▪ Grossmont held a presentation on the Safe Zone Program. SDSU has a training manual the District can use and will provide a trainer to help get the program running. Nancy Jennings will share the follow-up information she received after the presentation. Grossmont has also received a request for a "quiet room" and Agustin has come up with several venues in new buildings that might be useful.</li> <li>▪ District Services held two cultural competency sessions facilitated by Raad Jerjis. The committee is installing bulletin boards in both offices where they will post activities being held at the campuses so District Services employees can participate.</li> </ul>

	<b>Follow-Up/Action</b>
<p><b>5.</b> Report: <i>Climate Survey Subcommittee</i> (Wright, Brown, Munoz, Weiner-invitee)</p>	<p>Pam Wright reported the subcommittee, working with the colleges, determined the best format for the survey was to combine it with the institutional effectiveness surveys that the colleges are launching today. Leonor Perez shared information related to integrating the questions, including demographic categories and using same wording at both colleges. The surveys are fully online.</p> <p>Chancellor Miles asked the subcommittee to continue their work once the data is collected, to perform a preliminary analysis from a DEI perspective – “what did we learn, where is our baseline; the DEI perspective big picture.”</p>
<p><b>6.</b> Report: <i>Catalog Existing Resources Subcommittee</i> (Albarran, Brown, Jensen, Takahashi)</p>	<p>Update: The subcommittee has not been able to meet but is planning to review how other ACE-grant colleges are cataloging their information. They hope to have more to share in the fall.</p>
<p><b>7.</b> Report: <i>Developing a World Class Workforce Subcommittee</i> (Satele, Wright, Corcoran, Ingram)</p>	<p>Arleen Satele distributed the <i>DEI Developing a World-Class Workforce</i> status of assignments and <i>Employee Information Form</i> and <i>Orientation Packet</i> list of distributed information. The committee will be reviewing the documents to determine whether any of the procedures or information needs to be updated. Over the summer they will be working on a demographic study on existing staffing. Leonor reported that the problem with reporting disaggregated totals has been corrected.</p>
<p><b>8.</b> Presentation: Contra Costa <i>Equity Score Card Model</i> (Miles)</p>	<p>Council reviewed the Contra Costa presentation and discussed the approach as one to consider. The presentation will be posted to the DEI committee website on the Intranet.</p>
<p><b>9.</b> Other business</p>	<p>Carlos Contreras reported that a Global Studies subcommittee is working on developing a global studies degree at both campuses, and trying to shepherd through a diversity requirement for graduation.</p>
<p><b>10.</b> Set 2012-13 Meeting Schedule</p>	<p>Council members discussed upcoming plans as follows:</p> <ul style="list-style-type: none"> <li>▪ The meetings will be on hiatus until September, although subcommittees can continue their work.</li> <li>▪ Upon returning in September they will start work on a DEI Strategic Plan – flesh out the tentative one already started co-mingled with ACE.</li> <li>▪ After June 30<sup>th</sup> will begin work on a report highlighting achievements from the prior year. Arleen Satele volunteered and members were asked to let the Chancellor know if you are interested in assisting. Goal is to have a district-wide big picture presentation ready for September/October.</li> <li>▪ Council membership: Site DEI committees were asked to review membership to ensure viable representatives are in place from each site.</li> </ul>

Adjourned: 3:20 p.m.