ANTELOPE
VALLEY
COLLEGE

Meeting Minutes	For Tuesday, March 28, 2018 Planning Meeting SSV 151

Type of Meeting: AVC Student Equity Planning Committee Meeting
Note Taker: *Darlene O'Keeffe, Clerical III*

Attendees:

Rashall Hightower-Stickel – Director, Student Equity
Crystal Garcia – Program Specialist, Student Equity
Tynisha Steans – Program Specialist, Student Equity
Darlene O'Keeffe – Clerical III, Student Equity
Joseph Baumann- Director, Institutional Research
Saundra Cooley- Director, STAR
Dr. Svetlana Deplazes - Research Analyst, Institutional Research
Rosa Fuller- Counselor, Counseling & Matriculation

Michelle Hernandez- Director, First Year Experience
Golden Hicks- Umoja Student Leader
Kenya Johnson- Director, Student Activities & Community Outreach
Jamie Jones- Research Technician, IERP/Library Services
Rich Sim- Faculty, Arts and Humanities
LaDonna Trimble – Dean, Enrollment Services

Items	Person	Action
I. Takeaways from March CUE Equity Planning Institute	Rashall Hightower-Stickel LaDonna Trimble Michelle Hernandez Saundra Cooley	**Issues Discussed:** ● The language that should be used for the Equity report includes language that might make people uncomfortable- need to get comfortable with being uncomfortable. ● Equity data the state requires to be included in a shared drive giving access to all across campus. ● Need to take a closer look at what the inequities truly are as well as our language, our systems, our policies, and procedures- need to be intentional about how we look at our system to ensure we function in a way that's equitable to all. ● The Institute focused on Transfer and doesn't address other issues- also based solely on ethnicity, excluding other factors.

II. CUE Student Equity Planning Workbook and Conference Booklet	Rashall Hightower-Stickel	**Issues Discussed:**
		● Page 12 of the conference booklet, *Setting Team Ground Rules*- items to add:
		  o Stay on Topic
		  o Have vulnerability and show humility
		
		Follow Up Items:
		● Email Plan template, workbook, and booklet to committee members

III.	Due Dates for SEA Report	Rashall Hightower-Stickel	**Issues Discussed:** ● The Equity report is now the SEA report. ● Integrated reported not needed at this time. ● Report due June 30th. ● Rough Draft by end of April to have time for review and on time for June Board.
IV.	Meetings & Team Development	Team input	**Issues Discussed:** ● Each sub-committee sets their own meeting times and the way they work. ● Ensure each team has the larger version of the template on page 25 of the workbook. ● Page 92 deals with what our team looks like. ● Defining roles of the committee members. ● Who is not represented that should be? o Students who are not engaged- need to learn how to reach them, and Student Leaders to help get the information to those who are not engaged o HR o Faculty o Veterans o Clubs o Community o Counselors in different areas/programs o Academic Senate o Members of other committees o Students with Disabilities, STAR, EOPS, CalWorks, current and former Foster Youth, low income, and LGBQT students ● Find out what allies are needed and get them involved in the process. ● Keep honing what 'equity' means. **Follow Up Item:** ● Send out the team development template.
V.	What does Equity Mean to You?	Rashall Hightower-Stickel	● Important to continue to look what Equity means and hone its meaning. ● How do we shift our campus to really meet the needs of all students?

	Michelle Hernandez LaDonna Trimble Golden Hicks	● Equity must live in us and in the campus as a whole, not just in the Student Equity department. ● How do we divvy up the resources? ● How does our department or division talk about Equity? ● Look at everything through an Equity lens. ● Where should Equity live that it currently does not? ● Drill down on the data we have to look deeper so we can modify what we're doing, intentionally and deliberately using the same triggers in the funding formula. ● How to change the campus culture using language in support of equity students, faculty, and staff? ● The system was not set up for minoritized people- need to look at the system and fix what's in the system so it gets the outcomes we want, with equity, and be responsive to the students. ● What systematically needs to be changed in order for the folks working in the system to be respected, have what they need, feel empowered and included, and then how do we do that for our students? ● Example of gaps: Route 8 not lining up with classes, overlaps of classes, need to go outside to get a class required for transfer- Suggestion for Student Equity to coordinate these types of issues. ● Where there are issues, there are opportunities to have that conversation and create change. ● Do we need an Ombudsman? ● Due to Federal Law, when mixed race students are Black and Latino, for example, they are counted as Latino- is the past Equity data truly representative? The data doesn't support what we see sometimes. ● Need to think about Federal laws imposing on us in ways that do not accurately reflect the realities.
VI. Writing the Report- Wording	Rashall Hightower-Stickel	● Use the *Equity Minded Language* as shown on page 56 of the *Equity Word Search Table* when writing the Equity and Student Success reports to advocate for the best resources and results for student. ● What are the root causes of inequity on our campus? ● Read pages 88 & 89, *Strategies for Writing an Equity Plan.*

VII. Closing	Rashall Hightower-S tickel	● Support those that confront inequities on campus, and be a collaborative voice standing with them.