

# Minutes - Equity Committee Meeting

Tuesday, May 28, 2019  
Academic Senate Conference Rm.  
3:30 PM – 5:00 PM

**Type of Meeting:** AVC Student Equity Working Group Meeting (*Regular*)

**Note Taker:** Darlene O’Keeffe, Clerical III

**Please Review/Bring:** Agenda

**Committee Members:**

- |   |   |
|---|---|
| Dr. Jill Zimmerman- Dean, Student Life & Services                   | Golden Hicks- Student Leader & Umoja Club                                       |
| Rashall Hightower-Stickel- Director, Student Equity                 | Kristal Ibrahim- Adjunct, Counseling & Matriculation                            |
| Tynisha Steans- Program Specialist, Student Equity                  | Vejea Jennings- Faculty, Rhetoric and Literacy                                  |
| Darlene O’Keeffe- Clerical III, Student Equity                      | Kenya Johnson- Director, Student Activities & Community Outreach                |
| Dr. Morenike Adebayo-Ige- Faculty, Rhetoric & Literacy              | Jamie Jones- Research Technician, IERP/Library Services                         |
| Jason Bowen- Faculty, Math and Sciences                             | Dr. Louis Lucero- Director, Office of Students with Disabilities                |
| Snizhana Jane Bowers- Faculty, Math and Sciences                    | Susan Lowry- Faculty, Rhetoric and Literacy, Basic Skills Faculty Co-Chair      |
| Jamaal Brown- Technical Analyst, CalWorks                           | Tina McDermott- Faculty, Rhetoric and Literacy                                  |
| Dr. Rashitta Brown-Elize- Director, EOP&S                           | Audrey Moore- Counselor, Counseling & Matriculation                             |
| Dr. De’Nean Coleman-Carew- Counselor, P.R.I.D.E                     | Brian Palagallo- Faculty, Rhetoric and Literacy                                 |
| Towana Catley- Faculty, Counseling & Matriculation, Palmdale Center | Tamira Palmetto Despain- D.S. Specialist, Office for Students with Disabilities |
| Saundra Cooley- Director, STAR                                      | Michael Rios- Faculty, Kinesiology, Athletics, and Dance                        |
| Marisela Corona- Technician I, CalWorks                             | Gary Roggenstein- Dean, Counseling & Matriculation                              |
| Scott Covell- Faculty, Rhetoric and Literacy                        | May Sanicolas- Faculty, Counseling & Matriculation                              |
| Dr. Svetlana Deplazes- Research Analyst, Institutional Research     | Wade Saari- Classified, Assessment  |
| Riley Dwyer- Dean, Rhetoric and Literacy                            | Rich Sim- Faculty, Arts and Humanities  |
| Rosa Fuller- Counselor, Counseling & Matriculation                  | LaDonna Trimble- Dean, Enrollment Services                                      |
| Crystal Garcia- Program Specialist, Student Equity                  | Dr. Les Uhazy- Dean, Math and Sciences  |
| Vanessa Gibson- Technical Analyst, Financial Aid                    | Dr. Erin Vines- Vice President, Student Services                                |
| Dr. Meeta Goel- Dean, IERP/Library Services                         | Heidi Williams- Faculty, Rhetoric & Literacy, Basic Skills Faculty Co-Chair     |
| Sergio Gomez- Director, Human Resources & Employee Relations        | Nichelle Williams- Director, Financial Aid                                      |
| Michelle Hernandez- Director, First Year Experience                 | Dr. Sherri Zhu- Faculty, Social & Behavioral Sciences                           |

Items	Person	Action
I. Open Meeting	Dr. Jill Zimmerman	<p><b>Issues Discussed:</b></p> <ul style="list-style-type: none"> <li>Minutes from the May 14 meeting were distributed and approved</li> </ul>
II. The Report	<p>Dr. Jill Zimmerman</p> <p>General Discussion</p>	<p><b>Issues Discussed:</b></p> <ul style="list-style-type: none"> <li>Tynisha Steans and Crystal Garcia have been adding bullet items from the May 14 minutes to the report</li> <li>Equitable gaps for overall populations are:               <ul style="list-style-type: none"> <li>o Current and Former Foster Youth</li> <li>o Male Veterans</li> <li>o Black Students</li> <li>o Disabled Males</li> <li>o Hispanics for Transfer</li> </ul> </li> </ul>

		<p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>● Make language in the report more specific</li> <li>● Add the numbers into the report</li> </ul>
III. Equity Imperative	<p><i>Dr. Jill Zimmerman</i></p> <p><i>General Discussion</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>● Need to write a general equitable equity imperative <ul style="list-style-type: none"> <li>○ Talk about this committee and who's on it</li> <li>○ That it's a campus-wide approach</li> </ul> </li> <li>● Everyone agreed that the framework is the 5 principles of creating equity by design: <ul style="list-style-type: none"> <li>○ Clarity and language of goals</li> <li>○ Equity mindedness</li> <li>○ Equity practices and policies requiring a continual process of learning, dis-aggregating data ,and questioning assumptions about relevance and effectiveness</li> <li>○ Equity must be enhanced and be a pervasive, campus-wide principle, embedding equity into the core of our institution.</li> </ul> </li> </ul>
IV. Guiding Statement for Committee	<p><i>Dr. Jill Zimmerman</i></p> <p><i>General Discussion</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>● What does 'AVC will be an equitable campus for all to succeed,' look like?</li> <li>● A core element is that all persons across campus are equity minded, deliberate and serve as role models, engaging our student community. We need to thrive to become an equity campus. And we need to provide awareness to the campus community of the equity challenges our students face.</li> <li>● Challenge- many of our faculty are not from the area and are not familiar with our demographics.</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>● HR will pull zip codes of faculty to see where they live to gain an understanding of their reality of the struggles of our AVC Students.</li> <li>● Reach out to successful schools we have contact, with to discover what type of training they provide to their faculty and staff.</li> <li>● LaDonna will look at student types and get the demographics of concurrently enrolled and SOAR.</li> </ul>

<p>V. Human Resources</p>	<p><i>Dr. Jill Zimmerman</i></p> <p><i>Sergio Gonzales</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>● Onboarding interview questions need to be more tailored to the AVC community.</li> <li>● Through EEO committee, revamp the EEO plan, and review and update marketing plan.</li> <li>● Move toward an online application process.</li> </ul>
<p>VI. Data Collection</p>	<p><i>Dr. Jill Zimmerman</i></p> <p><i>LaDonna Trimble</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>● The state collects gender and sexual orientation information. LaDonna can gather the needed data from the State.</li> <li>● How do we differentiate and capture ‘lost’ students from those who are completing their educational goal? I.e. only taking one class at AVC and returning to their primary institution? Currently there is no way.</li> <li>● 5 populations to increase: Hispanic for Transfer, Continuation for Veterans, all categories for Black students, all categories for Foster, and nearly all categories for LGBTQ.</li> <li>● Low economic status group no longer shows up.</li> <li>● Basic Needs Committee needs to be advertised to those students who need it. <ul style="list-style-type: none"> <li>○ ASO put aside \$12,000 last year for an emergency fund.</li> <li>○ Form will be created for students who have a small barrier to completing their education, but it’s a large barrier to them.</li> <li>○ Look at what other types of things we can do for those students.</li> </ul> </li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>● June 15<sup>th</sup>, from 9am to 1pm support the Resource Fair for LGBTQ and Native American community.</li> <li>● LaDonna to work with the State to gather gender and sexual orientation data.</li> <li>● LaDonna to send SB36 &amp; SB37 info to Dr. Zimmerman.</li> <li>● LaDonna to pull data on dual-enrolled students.</li> </ul>
<p>VII. Role and Goals of the Committee</p>	<p><i>Dr. Jill Zimmerman</i></p> <p><i>General Discussion</i></p>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>● <b>Short term goals:</b> <ul style="list-style-type: none"> <li>○ Clean up the committee list.</li> <li>○ Meet monthly, including during summer, focusing on 1 section each month.</li> <li>○ Review metrics regularly.</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>o Communicate to campus the purpose of the committee and to increase Equity awareness.</li> <li>o Create campus-wide survey.</li> <li>o Conduct Town Hall meetings.</li> <li>o Provide hand-outs in the classrooms to increase awareness.</li> <li>o Re-establish yearly Equity reports.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Long term goals:</b> <ul style="list-style-type: none"> <li>o Implement and monitor campus-wide initiatives to address equity gaps to maximum equity.</li> <li>o Plan institutional trainings (student/faculty/staff campus-wide).</li> </ul> </li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>● Dr. Zimmerman to create a Student Equity Annual Report form.</li> <li>● Reach out to other schools to see if they've done surveys and find best practices.</li> <li>● Decide upon and arrange CUE and other trainings.</li> </ul>
VIII. Conclusion	<i>Dr. Jill Zimmerman</i>	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>● Need to look at what more we need, and work with the data to achieve full equity- let students tell us what they need.</li> <li>● <u>Need to look at how to bring clubs in and increase student involvement.</u></li> </ul>
<b>NEXT MEETING DATE:</b>		<p><b>Date: July 9, 2019</b>  <b>Time: 3:45pm - 5:00pm</b>  <b>Location: SSV- 151, Boardroom</b></p>