**Institutional Development for Equity and Access (IDEA)**

**MINUTES**

**DATE: October 18, 2018**

**TIME: 2:30 – 3:50pm**

**LOCATION: Student Services Conference Room (L-105)**

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| Item # | ***Topic/Activity*** | ***Minutes*** |
|  | Welcome and Introductions |  |
|  | Agenda and Minute(s) Approval | Agenda (9-20-18) - *Janice Townsend 1st / Eric Sanchez 2nd approved unanimous*  Minutes (9-20-18) - *Ryan Pedersen 1st / Janice Townsend 2nd approved unanimous* |
|  | Public Comment | EEO Report out, *Janice Townsend/Erich Holtmann / Sabrina Kwist*, subcommittee of faculty presented a focused 1 day workshop that presents questions and a rubric that meets both Title V requirements and the values LMC holds in diversity and equitable hiring practices for full time faculty. RThis workshop assists in the full time hiring process held through district, known as “Box 2A”. |
|  | Mini-Grant | Mini Grant Afrotech conference approved in the amount of $3850– *Ryan Pedersen 1st / Janice Townsend 2nd approved unanimous, abstain Jamila Stewart* |
|  | Student Religious Observance Update | On behalf of IDEA, Eric Sanchez, presented to the Classified Senate and the LMC Associate Student Senate for feedback and approval on the policy. Both senates are in support of the policy as written and IDEA (Nicole/Eric) will be presenting to the SGC on 11/14/18. |
|  | Campus Feminine Hygiene Needs | Discussion led to promote the solution as “accessible and sponsored by the college”. LMCAS representative are asked to get a proposal from LMCAS and bring it back to IDEA. |
|  | Campus Prayer/ Interfaith Space Room Design | Examples of wash stations at various institutions and airports were reviewed for the appropriate design for an interfaith prayer and meditation space. All examples and suggestions will be sent via email to Alex Porter. |
|  | Future Agenda Items/ Meeting dates | Updates – The student union will house a permanent space for prayer/meditation located in the second floor of Student Life.  Actions – LMCAS - It was agreed that the student representatives from LMCAS will take responsibility to work on locating and establishing a temporary prayer / mediation space until the new Student Union is completed. IDEA – It was agreed that the members from IDEA will work on the design of the permanent space, its title, the furniture, needs, and intended purpose of the room. |
|  | Future Agenda Items proposed – |  |

Co-chairs: Nicole Trager (Faculty, Non-Voting), Eric Sanchez (Non-Voting Staff)

Members present: Janice Townsend (Faculty), Erlinda Jones (Faculty), Jamila Stewart (Staff), John Nguyen (Staff), Catt Wood (Staff), Ryan Pedersen (Manager)

Dave Belman (Manager), Sabrina Kwist (Ex-Officio Non-Voting), Jessica Quintos(Student), Akila Briggs(Student)

Note-taker: Nicole Trager, Eric Sanchez, Catt Wood