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

**AGENDA**

**DATE: February 16, 2012**

**TIME: 2:00 – 3:30 P.M.**

**LOCATION: Conference Room 409**

**Members Present:** Rosa Armendáriz, Dave Belman, Jorge Cea, Karl Debro, Erlinda Jones, A’kilah Moore, Justin Nogarr, Jamila Stewart and Michael Yeong.

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| Item # | ***Topic/Activity*** | ***Notes*** |
|  | Agenda and Minutes approval | Approved. |
|  | Public Comment | Jorge: Congrats on IDEA’s SGC presentations. Karl: IDEA should be included in all initiatives. |
|  | Report on IDEA Presentation at SGC | An update was provided on the 3 charges – Student Equity Plan, CUE/IDEA Phases I and II, and EEO (which is done). Included conversation that part of our role is pushing the conversation on equity around LMC. Some SGC members would like us to do this as well.  Later in the Spring, SGC will ask us for input on our 2012-13 charges. Possible connections/questions to consider are:   * Do we place reps on key committees (i.e. Curriculum) or do committees come to IDEA with questions/issues? * Other equity/IDEA questions include things like looking at success rates vis-à-vis demographic groups. * Connecting to Program Review - is part of this process looking at equity?   IDEA could ask SGC to 1) charge the Planning Committee to work with IDEA in including a stronger equity component in Program Review by putting teeth in the feedback loop, and 2) position IDEA to review select SGC committee charges related to equity. |
|  | Recommendation on Reporting Structure for EEO Committee | Should EEO report to SGC or President. Consensus was for it to report to SGC and receive annual charges.  EEO current focus is on staff training on hiring, college-wide event on diversity, tracking those hired and those participating on hiring committees.  IDEA is interested in making recommendations on EEO’s charges. Rosa will email EEO goals to committee members, and input on initial EEO charges will be discussed at the March meeting. |
|  | Updates on Charges/Projects:   * Student Equity Plan * CUE – Phase II (Transfer Study) * EEO Committee | Student Equity Plan: Reviewed SEP work. Decided that SEP should use the same language as CCCCD office. If possible incorporate transfer to UC and CSU data from Chancellor’s office. Would be ideal to rack transfer, transfer ready, and transfer directed – but all may not initially be possible. Breakout select data by department. SEP will make choices based on limited time. Some categories may be omitted for now, but included later.  An idea for possible inclusion in the SEP is for every department and unit to complete an Equity Scorecard as part of Program Review. IDEA evidence team members can train departments and units on how to use the scorecard. The Equity Scorecard could be a tab in Program Review and tracked over time. This would have a large impact but still not reach all.  CUE Phase II: Tabled.  EEO Committee: Previously discussed in Item #4. |
|  | January Retreat Re-Cap & Goal Setting | Committee members should review notes from January retreat prior to the March meeting. Bolded items are what we are currently working on. Next meeting we will look for consensus and focus. |
|  | Curriculum Committee Interdisciplinary Changes and Impact on Equity | Letter from Ryan was distributed. Committee members should review individually and send feedback via email. |
|  | STEM Incubator | Karl sees need for IDEA role and focus by High School. |
|  | Reports from Committees   |  |  | | --- | --- | | Shared Governance Council | Curriculum | | Student Senate | Developmental Education | | Classified Senate | General Education | | Academic Senate | PDAC | | Institutional Planning | TLP | | Distance Education | A-Gap Subcommittee | | Enrollment Management |  | | Item Tabled. |

Note-taker: Karl Debro