

**Institutional Development for Equity and Access (IDEA)
MINUTES
DATE: November 16, 2017
TIME: 2:30pm – 3:50pm
LOCATION: Student Services Conference Room (L-105)**

Item #	Topic/Activity	Minutes
1.	Welcome and Introductions	Welcome and Introductions
2.	Agenda and Minute(s) Approval	Move to approve Agenda and 10/19/17 Minutes with changes to Catt Wood's name <i>Ryan Pedersen 1st / Janice Townsend 2nd (abstain Erlinda J. and Marco M.)</i>
3.	Public Comment	Concerns over the humanities degree passing with little required courses that have diversity/inclusive topics. <i>Janice</i> CA state passed the LGBTQ curriculum and changes to K-12. <i>Catt</i> Tye Diggs, Favianna Rodriguez, and Lawrence Carter Long as guest speakers through the Equity Speaker Series. <i>Eric</i> Modification of Dean's list to be inclusive of SPS "full-time" status as of February 2018. <i>Dave</i> Thanksgiving basket drive is in progress and suggestions for rewording the announcement prior to campus notice can be sent to Jamila Stewart. <i>Jamila</i>
4.	Transformation Grant	The grant will support students in assessment (multiple measures), placement, and acceleration in English and Math. AB 705 will impact and enforce multiple measures and Additional support will be provided for an external evaluation that will incorporate student focus groups. Exploration in universal design learning so that faculty is providing adequate and equitable support. <i>Joellen</i>
5.	Mini-Grants	Unanimous decision to support
6.	Student Religious Observance	Discussion on the notice to instructor and suggested timelines for honoring notice from the students. Last day to add will be the suggested timeline to notify the instructor if there is a religious observance in conflict with the course schedule. Regarding finals accommodation – undue hardship agreement (significant difficulty or expense to the institution) with faculty. Location for where the policy is stated and housed – catalog, student handbook, instruction office, a blurb for the syllabus There is no existing policy at CCC / DVC, nor district this point in time. With support from faculty senate, IDEA could move the conversation to SGC and DGC to initiate a districtwide policy. Not valid as an incomplete.
7.	Next semester service	Request for member status. Suggestion made to recruit for members.
8.	Future Agenda Items	

Chair: Nicole Trager (Faculty, Non-Voting)

Members present: Janice Townsend (Faculty), Jamila Stewart (Staff), Catt Wood (Staff), Dave Belman (Manager), Ryan Pedersen (Manager), Eric Sanchez (Staff), Tess Caldwell Marco Mendez (Student), Joellen Hiltbrand, Erlinda Jones,