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

**AGENDA**

**DATE: September 17, 2020**

**TIME: 2:30 – 3:50pm**

**LOCATION: Zoom**

Attendees: Chair: Catt Wood (Staff), Co-Chair: Nicole Trager (Faculty) Erlinda Jones (Faculty), Jamila Stewart (Staff), Teresea Archaga (Manager)

Dave Belman (Manager), Sabrina Kwist (Ex-Officio Non-Voting), Nick Sessions (Student) Guests: Shondra West (staff), Michelle McQuaid (staff), C. Diputado (staff), Adrianna Simone (faculty), Marci Lapriore (faculty), Kevin Snyder (student), Stephanie Lopez (student), Faith Lloyd (student), Angelica Johnson (student)

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| Item # | ***Topic/Activity*** | ***Lead*** | ***Time*** | ***Outcome*** |
|  | Welcome and Introductions | C. Wood | 5 |  |
|  | Agenda & Minutes Approval | All | 5 | Agenda:   * E. Jones moved to approve * N. Trager second * Approved: 6-0-0   5.21.2020 Minutes:   * N. Trager moved to approve * T. Archaga second * Approved: 5-0-1 abstain |
|  | Public Comment | All | 5 | J. Stewart expressed appreciation for the new Stand Against Racism webpage. S. Kwist mentioned the collaborative effort that went into the design and welcomed edits and feedback in the future. C. Wood talked about the productive informal meetings over the summer and the Racial Justice Coalition which will be forming soon out of those discussions. M. McQuaid talked about the onsite work the bookstore has been doing, and departments that have been volunteering to help, going above and beyond to help students with all of their needs and questions. |
|  | Remaining Brown Act Discussion | All | 30 | N. Trager said she thinks it reflects better on the college if IDEA is an official body. C. Wood mentioned previous arguments against remaining were difficulties with quorum and that being an advisory committee not bound to Brown Act would allow IDEA to be more flexible with meetings and respond to current issues in a more timely manner. One argument for is that Classified staff may be more likely to get permission to leave their desks for a meeting if it’s a Brown Act Committee. E. Jones expressed concern with being unofficial if there is a change in administration in the future. D. Belman brought up IDEA’s history and past discussions about remaining Brown Act. N. Trager said task forces and coalitions have come out of IDEA in the past and can be supported by IDEA in the future if we want bodies that are more maneuverable than Brown Act allows. E. Jones mentioned other equity-affiliated groups have come to IDEA in the past for letters of support.  N. Trager moved to remain Brown Act  Second: D. Belman   * Ayes: 5 * Nays: 1 * Abstentions: 0   Motion passed |
|  | Curriculum Committee Toolkit | C. Wood | 10 | C. Wood mentioned previous discussion about creating a toolkit that could be utilized by departments in creating diversity & equity-infused curricula prior to submitting them to Curriculum Committee. There was also prior discussion around appointing a Curriculum Committee member to champion equity on that committee. Members wanted to focus on creating a toolkit.  Sub-committee for Toolkit:  N. Trager  E. Jones  A. Simone  C. Wood |
|  | Proactive Service Model | C. Wood | 10 | C. Wood asked for student feedback on their experience in fall versus spring semester. How can LMC help better in this remote setting? Students mentioned feeling overwhelmed with the amount of work it feels like is piling on every week in online classes, having a hard time adjusting to the online environment, feeling on their own and overwhelmed with adjusting to the technology curve, and having a hard time with classes where faculty do not allow grace periods on assignments, even during current special circumstances. A. Simone and M. McQuaid have heard similar sentiments from students feeling overwhelmed with hard deadlines from faculty. Students have expressed gratitude for free textbooks available for checkout from the library, and the food pantry’s dedication and service. Students asked for more leeway and understanding from faculty. J. Stewart asked about embedding mental health resources in Canvas as a template for all courses. C. Diputado mentioned this is on DE Committee’s radar and will be discussed at the next DE Committee meeting 9/21/2020 |
|  | Zoom Equity Worksheet | All | 10 | The committee previously discussed putting together a recommendations worksheet to address equity issues in the Zoom classroom, including Zoom-bombing incidents.  E. Jones recommended pushing this agenda item to the next meeting. |
|  | Future Agenda Items | All | 5 | Future Agenda Items:   * Zoom Equity Worksheet * Proactive Service Model * Faculty Anti-Racism Resolution * Committee Membership * Racial Justice/Future-building   Meeting Adjourned 3:49pm   * N. Trager moved * J. Stewart second |

Future 2020-2021 Meeting Dates:

October 15, 2020

November 19, 2020

February 18, 2021

March 18, 2021

April 15, 2021