

# 12/14/23 | #2 Steering Committee | 9:00 AM | Zoom

Tuesday, December 14, 2023 2:25 PM

Meeting Notes Taken By: Tracy Phutikanit

## Agenda

1. Welcome and Meeting Goals (~15 minutes)
  - Introductions if this is your first meeting
  - Warm up activity
2. Approve meeting minutes from 11/15 (5-10 minutes)
3. Equity Framework (30 minutes) – D'Andre Fisher

*Break – 5 minutes*

4. Present Proposed tasks from item G on Phase II (45-50 minutes)
  - 15 minutes – grounding work on proposal from Greg
  - 15-20 minutes – Breakout room activity
  - 10-15 minutes – share out

*Break - 10 minutes*

5. SWOT Analysis Review (50 minutes)
  - 15 minutes – grounding work from Greg
  - 20 minutes – Breakout room activity
  - 15 minutes – share out
6. Closing and Scheduling for Winter meetings (10 minutes)
  - Doodle poll forthcoming

## Attendees

Name	Attendance
Fatimah Abdullahi	Y
David Alvarez	Y
Curtis Bonney	N
Jenni Branstad	Y
Aimee Brown	Y
Emily Castillo	Y
Jennifer Clark	Y
Lela Cross for Julienne Degeyter	Y
Greg Dempsey	Y
Dennis Denman	Y
Juan Diaz	Y
Carol Fernandez	Y
D'Andre Fisher	Y
Briane Franks	N

Ninder Gill	Y
Mikaila Harris	Y
Sayumi Irely	Y
Bradley Lane	Y
Jill Lane	Y
Peter Lortz	Y
Ben Machado	Y
Cameron Mahon	N
Jay McLean-Riggs	N
Alice Melling	N
Thuy Nguyen	Y
Hip Nguyen	Y
Tracy Phutikanit	Y
Chantae Recasner	Y
Chayton Remle	N
Wendy Rockhill	Y
Traci Russell	Y
Cooper Sealy	Y
Riley Sorensen	Y
Andrew Svec	Y
Rio Takahashi	Y
Teresa Thiessen	Y
Ariel Zastrow	N

**Notes:**

1. Welcome and Meeting Goals (~15 minutes)
  - Introductions if this is your first meeting
  - Warm up activity
2. [Approve meeting minutes from 11/15](#) (5-10 minutes)
  - Minutes approved by Zoom voting function. Majority of attendees voted to approve.
3. Equity Framework (30 minutes) – D'Andre Fisher
  - D'Andre used this recently published [document](#) to illustrate equity framework EDIC is using
  - Additional resources shown:
    - [EDIC Metrics in Scorecard](#)
    - [NADOHE Antiracism Framework](#)
  - Diversity, Equity and Inclusion work, as well as Critical Race theory are at risk nationally so how do we ensure we're in the part of history that we want to be on.

*Break – 5 minutes*

4. Present proposed tasks from item G on Phase II (45-50 minutes)
  - 15 minutes – grounding work on proposal from Greg
  - 15-20 minutes – Breakout room activity
  - 10-15 minutes – share out

Group takeaways and questions to ask ourselves:

- Can we ensure that voices are accurately represented e.g. adjunct and full time faculty both get equal opportunities to participate and one doesn't outweigh the other. Non-union, non-senate, non-leadership voices are just as important. When we solicit feedback, we should do something with it and ask how we can tie that in to decision making.
- When engaging with students, we have to be explicit in what we're asking them and don't assume they understand these behind the scenes, administrative pieces. Let's be definitive about what a Strategic Plan is. Also, be clear and transparent about how feedback will be used, so we build trust.
- Ask internal people who they consider external stakeholders. Don't assume we know all parties, we may have missed a critical community externally.
- When presenting data or dashboards, can there be some bullet points on wins, trends or highlights that would make interpreting the data easier than trying to interpret it on our own.
- Define what terminology is. Don't assume our regular everyday language is what people will understand. Going back to accreditation feedback, try to use spelled out wording instead of acronyms.
- Don't depend on spoken and written word only. Video may be an option for face to face opportunities to engage.
- Be respectful of security and anonymity (building trust shouldn't violate it)
- Communicate the boundaries of what we're able to do. "Free college" is great but that's not what we're able to do at this time.

*Break - 10 minutes*

5. [SWOT Analysis Review](#) (50 minutes)

- 15 minutes – grounding work from Greg
- 20 minutes – Breakout room activity
- 15 minutes – share out

Group takeaways and questions to ask ourselves:

- There is consensus that the first 3 priorities are on each section were mostly appropriate and accurate. Enrollment is important, but intersects with understaffing, which complicates and exacerbates enrollment issues.
- Do we consider working adults/PT students overlapping or the same group?
- Notable: DEI values are woven into almost all themes. You can't separate one from the other. We should be more clear in the future about if we mean EDIC the department, or EDIC the values.

6. Closing and Scheduling for Winter Quarter meetings (10 minutes)

- Doodle poll forthcoming