

DEIA: Diversity, Equity, Inclusion & Accessibility Committee

Meeting Minutes

February 28, 2023

<https://glendale-edu.zoom.us/j/81043351726>

Members Present: S. Dube (Chair/English), R. Dickes (VPA), T. Ingle (Noncredit ESL), K. Swett (Language Arts), L. Labra Bahena (Mathematics), A. Martinez (Noncredit Business & Life Skills), M. Hassani Golyakh (DSPS Counselor), M. Peterson (Social Sciences), J. Sanchez (Student Services), M. Furtell (Tech & Aviation), C. Ruiz (Cultural Diversity Coordinator), A. Lerner (Library), M. Boghazian (DSPS), K. Juarez (La Comunidad), R. Nouh (Associated Students)

Absent: T. Farwell, J. Garcia, P. Rooney, D. Crawford, R. Ridgeway

Resource Members Present: S. Somo, M. Davis,

Guests: B. Grice, H. Ramos, J. Johnson, S. Moran, Y. Barsegyan, E. Lee

Link to Recording: [DEIA February 28, 2023 Recording](#)

I. Call to order: 12:23

II. Quorum verified: Yes

III. Approval of minutes from meeting minutes of November 22, 2022

a. MSC (Dickes/Peterson) to approve meeting minutes of November 22, 2022

IV. New Items:

a. Working with HR

- i. To create an anonymous reporting system. To ensure that those who need to report any discrimination or equity issues can do so safely.
- ii. Working with HR to create a process where applications can be reviewed anonymously (not by DEIA committee).
- iii. Seeking EEO grant to have on-campus job fair (possibly multiple days). This will help part-time faculty to see and experience our campus. Divisions can send representatives. Workshops for things such as creating a strong CV and interview process tips.
- iv. Compensation for DEIA training. We will look at where funding can come from.
- v. Diversity mapping (refer to sample). S. Dube requested a committee to review the sample that was provided. M. Davis stated that certain number of GCC employees would go through DEIA training as part of certificate training. We don't have an effective method to track true training. Non-credit ESL train within their division but may not be

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categorized as such. Can we come up with an effective tracking mechanism? B. Grice we can input our own training into the administration system that we have, or we can use the VRC by categorizing more specifically when training is DEIA related. T. Ingle shared that Guided Pathways used an RSVP for participation in winter events. Participants chose whether they received a stipend or Flex.

- b. DEIA open hours
 - i. Tuesdays from 9am-10am
 - ii. <https://glendale-edu.zoom.us/j/83035208148>
- c. Reviewing website
 - i. S. Dube asked if members had a chance to review the DEIA website and if anyone had suggestions/recommendations.
 1. [DEIA Website Link](#)
 2. M. Golyakh suggested there should be a link to DSPS as a resource.
 3. A link for professional development.
 4. K. Swett suggested that we can use boxes with images instead of lists for links.
 5. R. Dickies discussed discrimination concerns. B. Grice (VP of HR) suggested that there be space for people to report concerns, including addressing systemic issues affecting large groups and formal legal complaints. It should include different options for minor reports to more serious complaints. The Guardian Case Management system will make it more user-friendly but the system needs an overhaul. Title IX will officially be moved to the HR department.
 6. Sample websites from other colleges were provided. [Mira Costa College](#); [Irvine Valley College](#)
- d. Syllabus statements and Land Acknowledgement
 - i. Land Acknowledgment
 1. DEIA and Land Acknowledgement. We do not have a campuswide land acknowledgment. C. Ruiz presented a land acknowledgment [toolkit](#) to SEA Mel Furtell suggested that we must do more than provide a land acknowledgment. If our college adopts a land acknowledgment, we should also create initiatives to support the indigenous people of this land. T. Ingle suggested that we include students in producing the land acknowledgment and offer them compensation. An additional link to the [Native Governance Center](#) can be used as a resource.
 2. Syllabus DEIA Statements. Recommendation only. Offer statement samples as a resource. S. Dube pointed out that

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training on DEIA is important so that those who include DEIA statements on their syllabi have the background to understand and practice DEIA methods. A task force had created a list of [Tentative Statements](#). M. Davis who was on the task force to create a list of sources stated that the next steps are for the committee to review and vote on which they want to include.

ACTION ITEM: to create two task forces. One to work on a DEIA statement and the other to create a land acknowledgment with added plans for supporting indigenous communities from the area.

ACTION ITEM: DEIA committee to review the list of tentative statements (link above) and choose which they like best.

- e. "Brown Bag"
 - i. Twice this semester: 3/22 & 4/26, during college hour
 - ii. Possible topics: ways to avoid microaggressions when working with students, fostering an inclusive climate, active allyship training, Rising Scholars month in April (maybe have a student panel discuss their experiences), counteracting unconscious bias, diversity & inclusion symposium. M. Davis pointed out microaggressions can fall under "fostering an inclusive climate." T. Ingle lunch can be too short for deep engagement, but we might be able to split it into two parts or provide something short that can support growth.
 - iii. Possible names (not "brown bag"): *"Food for Thought"*, *"Something to Chew On"*, *"Feeding Your Mind"*, *"Serving up Knowledge"*, *"On the Menu"*
R. Nouh liked "On the Menu"
- f. DEIA email is active: deia@glendale.edu
- g. GCC will join the membership of NADOHE. The National Association of Diversity Officers in Higher Education

V. Additional items:

- a. N/A

VI. **Spring meeting dates:** 2/28, 3/28, 4/25, 5/23

VII. **Adjourned:** 1:20 pm