



DEIAA Committee

MINUTES for

Thursday, October 17, 2024

12:30pm-2:00pm

Zoom

Members Present:	Esteban Alvarado, Dr. Kelly Metz-Matthews, Anjali Patel, Stacy Surwilo
Members not Present:	Dr. Shakerra Carter, Dr. Minou Spradley, Dr. Franklin Garrett, Richard Gholson, Megan Leppert, Patti Lopez
Guests:	Lee Blackmore, Minoo Pakgohar, Jessica Luedtke, Jessica Varnado-Swall, Carla Grossini-Concha, Donna Ekstein, Ivonne Aguila, Johanna Gleason, James Huffman, Alfredo Lopez, Lauren Herfindahl Ramers, Ted Kagan, Maureen Rubalcaba, Stevan Dupus, Helena Wei, Carol Basilio, Denise Munoz
Recorder:	Nashlee Solis

AGENDA

1. Call to Order 2:00pm

2. Review Agenda, Approval of Minutes

2.1 Approval of Agenda

CONCLUSION	Donna first motion to approve. Maureen second motion to approve.
------------	---

2.2 Approval of September 19, 2024 Meeting Minutes

DISCUSSION	Kelly first motion to approve. Helena second motion to approve.
------------	--

3. Information/Discussion Item(s)

3.1 Cultivating Strategies for Supporting Men of Color Oct. 18-19

INFORMATION	Dr. Luke Woods will be the keynote address. Share Flyer
-------------	--

3.2 CODE Training Nov 8, 14, & 15

INFORMATION	<ul style="list-style-type: none"> This is a 3-part series from 9am to 2pm via zoom. Diego Navarro is the creator of the content, and Esteban feels this is a meaningful and powerful experience for instructors, classified staff and managers could benefit from. Flex is available for instructors and adjuncts for a total of 15 flex hours. CODE Flyer
-------------	--

3.3 Update on revision of Governance Handbook

INFORMATION	<ul style="list-style-type: none"> The Governance Handbook is now becoming an administrative and participatory governance handbook similar to the District Handbook. With a lot of questions over the years, Jessica wants to take quality time in revising the handbook for clarification and processes for committees. Once the revisions are completed, the handbook will go to Executive Presidents Cabinet and Executive Governance Review, and then to the Committees.
-------------	---

3.4: Share out of Diversity Book Club first meeting

INFORMATION	<ul style="list-style-type: none"> Meetings are Oct 11, Dec 6th, and Jan 10th Limited space and copies of the book are still available for participants for meetings #2 and #3. Esteban encourages the group to share the information and to have anyone who is interested in joining to contact Esteban.
-------------	--

3.5 District-level call for events for Black History Month

INFORMATION	<ul style="list-style-type: none"> Johanna Palkowitz wants to get ahead for events in February for Black History month. The district is looking to use district funds for speakers or programs to fund through the month on February. Esteban will also share this information with Dr. Franklin and the folks of the Cultural Events Committee for their input on ideas and speakers. Esteban will bring back any ideas to his CDAC meetings.
3.6 Reviewing the DEIAA Committee Teams folder	
INFORMATION	<ul style="list-style-type: none"> Esteban has spent some time organizing the Teams folder. Esteban has given members access to the folder to be able to view content that is mentioned in the meetings. Yellow folders are previous projects. Purple folders are for active projects and resources. Green folders are resources for reference to help efforts of inclusion and equity. There are 2023 and 2024 literature reviews, and Esteban will separate those into separate folders at the end of the year. Esteban wanted to highlight the purple folders in support of the cultural events calendar subcommittee with an intent for a guide through different national and international days of recognition. Ivonne asks if CE is able to have access to Kanopy; Esteban will bring this to the attention of Jhelen at the CDAC meeting. Esteban will include additional resources for the Diversity Book club ahead of the next meetings in the Diversity Book club folder. Esteban offered to upload any shared flyers from the committee members and guest into the flyers folder for accessibility. Kelly asked if any of the documents are able to be shared with other committees, Esteban is open to the resources being shared with other committees, except for the items in the yellow folders since that information can be outdated. Esteban shared a resource for inclusive stock photos that are available in the team's folder.
3.7 Developing program-level SLOs#5 / Call for volunteers	
INFORMATION	<ul style="list-style-type: none"> Esteban gave a shout out to Carol, Minoo, Stacey, Lee, and Megan, all who have volunteered. The 5th SLO, Diversity, Equity, Inclusion, Anti-racism, and Access is the most recent SLO that was developed. Using Blooms Taxonomy, Esteban focused on 2 of the 3 domains; cognitive domain and affective domain as key elements for student learning outcomes for the 5th SLO draft model that Esteban will be submitting for review to the program chair.
3.8 Review update of Committee Timeline / Call for new projects	
DISCUSSION	<ul style="list-style-type: none"> Esteban gave a shout out to Carol, who is the DEIAA representative, and helped with supporting the Cultural Events subcommittee with the Loteria games for Hispanic Heritage month. Esteban is working on a clear and effective communication for collaboration with the Cultural Events Subcommittee. Esteban is on track with the Diversity book club, and will be facilitating 3 meetings. Esteban and Carla will get together soon to start crunching numbers for NCORE May 27-31 2025. Esteban encourages those who would like to attend to apply for funding for this event. Those who are not attending are invited to volunteer in selecting and rating applications for NCORE. The DEIAA committee devotes a portion of the funding to support faculty in attending NCORE. Dr. Maureen and Dr. Franklin have volunteered to be apart of the NCORE 25 Task Force. Kelly, Anjali, Jessica and Johanna Gleason have also volunteered. Per Jessica Varnado-Swall, funding from Academic Senate is \$1800 per person, and max \$10,000 per conference. Esteban will be sending emails to those who volunteered to assist the SLO Committee next week. Esteban would like one volunteer to assist in the hyflex meeting.

	<ul style="list-style-type: none"> Diversity Pledge Online Form Design is a project that Esteban would like to have completed by the end of the academic year. Esteban wants to develop a larger infrastructure that the Diversity pledge acts as an entry point. Esteban is also working on a DEIAA Resource center that he would like to be share on the SharePoint site, and Esteban is looking for volunteers for this.
Literature Review	<p>NPR's article: <i>So you began your event with an Indigenous land acknowledgment. Now what?</i></p> <ul style="list-style-type: none"> Esteban will also come back to this article in November, and would like to talk about idea to talk to leadership to pair with our land acknowledgement to provide contributions to the Kumeyaay community.
Action Item [who?]	
4. Adjournment Meeting adjourned at 2:00pm	

NEXT MEETING:

Thursday, November 12, 2024 – 12:30pm

Zoom

Minutes submitted by: Nashlee Solis

Minutes approved: By Committee on 11/21/25