



# STUDENT EQUITY & ACHIEVEMENT COMMITTEE MEETING MINUTES

## LPC Mission Statement

Las Positas College provides an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.

## Equity Mission Statement

Las Positas College will achieve equity by changing the impacts of structural racism, ableism, homophobia, and systematic poverty on student success and access to higher education, achieved through continuous evaluation and improvement of all services. We believe in a high-quality education focused on learning and an inclusive, culturally-relevant environment that meets the diverse needs of all our students.

## Equity Operational Definition

Equity is parity in student educational outcomes. It places student success and belonging for students of color and disproportionately impacted students at center focus.

## Committee Membership: 17 Quorum: 9

### 5 – Administrators

- TBD
- Amy Mattern
- Nan Ho
- TBD
- Dr. Jeanne Wilson

### 5 – Faculty

- Julia McGurk
- Brian Hagopian
- Jill Oliveira
- Kristy Woods
- Library Representative Vacant
- Jin Tsubota

### 5 – Classified Professionals

- Ana Del Aguila
- Terrance Thompson
- Rifka Several
- Amanda Ingold
- Liz McWhorter

### 2 – LPCSG Representatives

- Jackie Carrillo
- Nezrin Hasanly

### 3 – Non-Voting Members

- Catherine Eagan (co-chair)
- Rajinder Samra
- Shawn Taylor (co-chair)

Thursday, October 21, 2021 | 2:00 p.m. to 4:00 p.m. | Location: <https://cccconfer.zoom.us/j/93453286627>

## 1. Call to Order

2:02

All present except for Juila McGurk

Guests: Dan Cearley, Jim Ott, Kyle Johnson

## 2. Check-Ins

Shawn: He is seeing more students on campus now that the October classes have started, and he is finding that students don't know how to be on campus! They haven't been here, in some cases they have never been to college in person at all.

Alain: It would be great to have a campus-wide orientation—show where things are, offer student-led tours, perhaps with ambassadors?

Shawn: Kyle and Shawn have talked about tabling and having an on campus presence for reopening, perhaps MTW of first two weeks. First week, services. Second week, more fun with clubs, a performance. Need maps! Geocached map? Who makes the LPC maps?

Kristy provided virtual video of LPC in chat: <https://www.youtube.com/watch?v=b3Gt2LdbT1o>

Shawn: QR codes for services on sandwich boards? Removing barriers is important.

Kristy: GP is hoping, for matriculation pillar, that we have a Jam week, but also orientation and career Jam. Want student ambassadors, too, but want to hire them for beyond minimum wage.

Alain: "You are here" physical maps would be great.

Shawn: Even paper maps to take with them.

Ana: Mike had tabling first week of classes.

Amy: Campus map app being used at Chabot. Mobile view offered. Amy will contact them for more information.

## 3. SEA Budget Update

New outreach specialist hired, just waiting for references. Interim will become permanent once we have board approval. The goal is to carry on with what has been done but also innovate to help our students more.

Budget carry over now smaller because of new outreach specialist and new financial aid outreach specialist position, which will be hired soon.

Some money for professional development will be set aside. Equity Innovation Fund \$25,000 still there. Institutionalization of it will be important. If the money disappears, how do we keep doing it?

SEA taking care of Smart Shops and RAW next year, will be covered for the rest of fall as well.

Amy will find out about cost of map app that is being used at Chabot: <http://www.chabotcollege.edu/about/campus-maps.php?ref=menu-d>

2022 last year of our current equity plan, so we will start writing new equity plan in December. There will supposedly be new DI groups added. Veterans will go back. First-time college student will go back on. MENA not on there.

#### 4. Action Items (Status)

- Perform a “discipline” audit of the library to see which assigned books (and how many) of each discipline the library has on hand for students to reference.

Julia ensured that all ESL books are all on hand in the library. Shawn encouraged others to do the same for their disciplines.

Ana commented in the chat that ECE has all their books in the library, too.

- Investigate how to set up and implement a student book exchange—this will be dependent on how often an instructor updates their materials. Also, how to not deprive the bookstore of funds.

How would we not be depriving the bookstore of funds with this plan? What does the contract say?

Book exchange would promote camaraderie

Make sure the book being exchanged is current, etc. Criteria for what they can post.

DVC is leveraging money from governor to go to ZTC (Zero Textbook Costs). Katie put in the chat that Kat King will speak about this on Flex Day in the first of two OER sessions (from 11am-12pm).

- Develop and implement a campaign encouraging instructors to add a “Student Resources” section on their syllabi and in their CANVAS shells.

Amy: What’s already required for syllabus: information about disability accommodations and campus services, which could be provided as text or links. We could also create language that could be dropped in

Katie: We created sample language for academic honesty

Jill: Model online course has great language

Jin: We should get student input on usability. What’s useful to upload in an Announcement? Is having one link for hub helpful? Or are QR codes more helpful?

Shawn: Having multiple delivery mechanisms, online and physically, may also be helpful.

Jackie: likes the hub. Categories are visually easy. Syllabus language, make sure to describe what it would be helpful with.

Jackie: have it on syllabus, on Canvas, with QR codes, in classrooms even!

Nezrin noted in the chat, though, that some students may find all that information overwhelming or may not have time to go through everything in detail

- Native Land Acknowledgment that is more than just lip service. Possible scholarship for local tribal members.

Shawn asked Dan for a contact—hasn't been getting replies.

Dan will send email address for Ohlone Muwekma person whom he knows. He notes however, that all this runs on a lot of volunteer time, and a lot of people want to do Native land acknowledgement, so it's very intense right now for Native individuals. Could start with Veronica Martinez at Chabot—different tribe, but general info.

SJSU has native peoples landing page, so that is helpful.

If scholarship is broad, that would be a good idea.

- Work on a unified and efficient student communications system. We have so many amazing things happening that our students know nothing about.

Pronto has launched.

Jackie has used it in Puente. Easy to use. Email on Canvas is confusing!

How do we get news out to students, who would do it, so that students not getting messages from multiple people? FERPA issues?

Amy is on task force for communication platform. Works really well in academic space, so the committee that she is on will be talking about using it for campus news soon.

Jeanne: Tamica Ward was exploring using Pronto on the student services side, but the messaging would also include Chabot's students, so the messaging would have to be very broad!

Jill: those of us who have Canvas shells can use it to send out things.

- We discussed having a kind of 'Ask Me Anything' (AMA) to invite the students to share with us which resources and supports they need.

Shawn has been talking to students in cafeteria and wonders how students can avoid outing themselves as needing certain things—food, etc.—we are not a social services organization, but we can alleviate some of their stress. How to get as many respondents as possible? Do we send out a survey? If we knew more, we could then do better at addressing interventions.

Kyle spoke to Rajinder about a survey, and working with SEA and others, they could do one survey so as not to overwhelm students.

Shawn: How to design a question around need that is not deficit based, does not make a student feel shame, is an important question.

Jin: many of these needs are unspoken, so you need relationships to get students talking about their needs. Focus groups?

Katie: have multiple avenues for collecting info so that remedy is equitable. Not all students will reply to a survey, and we may not have demographic information on who is replying.

Shawn: we are intersectional human beings, so students will need all kinds of outreach.

Rajinder: timing of survey—have students already left? He put the student satisfaction survey in the chat:

[http://www.laspositascollege.edu/research/docs/surveys/student/StudSurvSp21\\_Results\\_Overall\\_21\\_0427.pdf](http://www.laspositascollege.edu/research/docs/surveys/student/StudSurvSp21_Results_Overall_21_0427.pdf)

- A safe space for undocumented students.

Alain: working on getting Undocu liaison as mandated by AB1645. Looking to have physical space for students.

Shawn: Who is in charge of prayer room?

Kyle: LPCSG, and M & O is supposed to maintain it, but students are eating. LPCSG is looking to put signs in there about no eating.

Shawn: Nothing on the wall to point towards Mecca.

Kyle: LPCSG isn't allowed to prioritize any one religion in the room, though it's mainly used by Muslim population.

- Black Student Resource Center

Shawn: It is open now, next to the copy center. What is the ultimate purpose of it?

Terrance: have a shared space, meeting space, for clubs as well, possibly events out of that space. Perhaps specialized tutoring, another area for food insecurity, anything that would cause a student to feel more welcome and that they could attend classes that day. Talking about helping to staff the area by giving up a couple of lunch hours per week.

Shawn: WiFi will make it easy! Confidentiality is important—cubicles but no walls—so be mindful of that if talking to a student there.

- Equity Newsletter (Spring 21 launch date).

Shawn: He will launch equity newsletter in new year. Who is the target audience? NYT has documentary about Young Lords, who took over a hospital for public health, issues that are being discussed now. Sharing things like that would be great.

Jackie: LPCSG is also working on a newsletter. LPC news, wellness, things that have passed, senator spotlight, etc. Maybe once a month.

Shawn and Jackie will meet.

- Being an integral part of “Back to Campus” initiative. What are two (2) tangible things this committee can do?

How can SEA be a part of this? Resource fair? MTW over two weeks idea? Equity not just about race, of course. Have students learn about learning communities...

Carnival atmosphere, videos, digital drop-ins for students who aren't vaccinated,

Terrance: Christine Hornbaker puts information on screens for him.

## 5. SEA Committee Student Facing Priorities

OER Flex Day events

AAPI Afghan student event

GS Speaker event: Jackie did the flyer!

Shawn: please make sure to send any communication about AB705 in Katie's direction.

Kyle: serving on LGBT+ committee at LPC. He recognizes that he represents a small portion of community, so it's important to hear from others. There will be panel at Flex Day with students who identify in this way, so invite your students! Will be in keynote hour at 9 am. What is being done well and where is there room for improvement?

## 6. Announcements/Open Floor

Go see *Peter and the Starcatcher*!

Rifka: We have two student panels instead of student speakers.

Jill: Still seeking new students for EOPS. <http://www.laspositascollege.edu/eops/> Even if you've already purchased books, okay! Works as reimbursement.

Nan: Sparc: Shakespeare Associates. “Science at Play” All playwrights are Latina. <https://sparcetheater.org/scienceplay/> LPC students can get discounted tickets. Las Positas College Students can use the discount Code "LPC" at Check-out to receive \$12 tix for the Live or Recorded Reading

Katie: International Education Week Nov. 15-19, panel on study abroad, think about going to Ireland with Maureen and Katie and perhaps Titian Lish!

## 7. Good of the Order

## 8. Adjournment

3:28 pm

### Remaining Fall Semester 2021 Meetings

- October 21<sup>st</sup>
- November 18<sup>th</sup>
- December 16<sup>th</sup>

### Abbreviated Chat Comments Follow:

14:03:57 From Nezrin Hasanly to Everyone:

Maybe student government could help lead tours for other students? But first we need to know where everything is too XD

14:04:22 From Catherine Eagan to Everyone:

Belonging week!

14:05:26 From Jill Oliveira to Everyone:

good idea it is very daunting

14:05:49 From Catherine Eagan to Everyone:

I made a video for how to find my office in the faculty village!

14:06:09 From Kristy Woods to Everyone:

Here is link to a virtual tour of LPC <https://www.youtube.com/watch?v=b3Gt2LdbT1o>

14:06:15 From Liz McWhorter to Everyone:

Videos are great for so many things

14:08:38 From Liz McWhorter to Everyone:

Should find a way to include a written/pictorial/analog reference too though, for those w/o or who forgot their smartphone...

14:08:44 From Jin Tsubota to Everyone:

We need lots of maps printed out!

14:09:09 From Nezrin Hasanly to Everyone:

A map at hand will be SUPER useful ^^

14:10:00 From Liz McWhorter to Everyone:

@Shawn - Yes!! We need a workflow tool

14:10:28 From Jin Tsubota to Everyone:

@ Kristy, Shawn - I can send you my canvas shell for hiring students if you need an online system for this.

14:10:53 From Kristy Woods to Everyone:

^^Jin, yes please!

14:10:57 From Catherine Eagan to Everyone:

Perhaps ask facilities people at district for information on changing map to remove 2100.

14:11:09 From daniel cearley to Everyone:

I can help you Shawn, I have good maps of the campus

14:11:26 From Kristy Woods to Everyone:

^^Done by drones, Daniel?

14:11:34 From daniel cearley to Everyone:

I can bring that up to Facilities meeting next week

14:11:44 From daniel cearley to Everyone:

no drones, just in GIS

14:12:26 From Jill Oliveira to Everyone:

I think staging ambassadors around the campus can help too...I am map and tech challenged and always welcome asking a person!

14:12:32 From Kristy Woods to Everyone:

I love that idea of a map and folders to grab with supports!!

14:12:52 From Terrance Thompson to Everyone:

Yes, will Outreach do something?

14:13:08 From Alain Olavarrieta to Everyone:

The tables!

14:16:32 From Liz McWhorter to Everyone:

I also hear there will be an ESL Outreach Specialist

14:16:51 From Amy Mattern to Everyone:

It's just a part-time faculty working on ESL outreach.

14:17:19 From Amy Mattern to Everyone:

It's not an actual full-time or classified position, and not the full Outreach Specialist job description. CTE funded, not SEA.

14:21:14 From daniel cearley to Everyone:

Link to map <http://www.chabotcollege.edu/about/campus-maps.php?ref=menu-d>

14:22:21 From Ana Del Aguila to Everyone:

ECE has all books in the library as well.

14:23:59 From Terrance Thompson to Everyone:

Bookstore is a private company

14:27:10 From daniel cearley to Everyone:

DVC has moved to a Zero Textbook Cost

14:27:13 From daniel cearley to Everyone:

<https://www.dvcinquirer.com/news/2021/09/29/dvc-turns-to-zero-textbook-cost-in-effort-to-lighten-students-economic-load/>

14:27:50 From Katie Eagan to Everyone:

Thank you, Dan. Kat King will be sharing what DVC is doing at the first OER session on Flex Day.

14:30:39 From Jackie Carrillo -LPCSG Director of Communications 2021-2022 to Everyone:

I know a few of my professors also add that in their syllabi as well.

14:31:20 From Amy Mattern to Everyone:

g. information about disability accommodations and campus services, which could be provided as text or links;

14:32:55 From Katie Eagan to Everyone:

Yes we did that for academic honesty

14:33:12 From Amanda Ingold to Everyone:

Sheri spent a lot of time setting up 25Live. Maybe if everyone was somehow able to enter event information in 25live, then can't the students access that?

14:33:23 From Katie Eagan to Everyone:

Yes to 25Live

14:36:00 From Liz McWhorter to Everyone:

I agree re: getting student feedback!

14:37:50 From Nezrin Hasanly to Everyone:

To be honest, some students may find all that information overwhelming or may not have time to go through everything in detail

14:38:19 From Nezrin Hasanly to Everyone:

Better to have a few highlighted sources and if students want to do more research they can through those links

14:38:56 From Kristy Woods to Everyone:

Yes, love the idea of a scholarship

14:39:58 From Liz McWhorter to Everyone:

I'm on board to help with the scholarship!

14:40:20 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

Student Gov is in full support of the scholarship as well!

14:41:23 From Liz McWhorter to Everyone:

I know Dr. Foster has been in talks with LAIC (Livermore American Indian Center) as well.

14:41:24 From Amy Mattern to Everyone:

I was going to suggest the same thing, Dan. Veronica did a presentation at a recent Board meeting and Chabot has done a lot of work around this. She would be great to speak with. Totally agree

14:42:03 From Amy Mattern to Everyone:

Veronica Martinez, Comm Studies

14:42:18 From Liz McWhorter to Everyone:

I'm in Peter's InDesign course this semester. It's [Pronto's] been okay, not used much!

14:42:50 From Liz McWhorter to Everyone:

GP Persistence Project uses it way more!

14:43:13 From Liz McWhorter to Everyone:

@Shawn - Great Q's...

14:44:13 From Liz McWhorter to Everyone:

Right, finding that good balance / not overwhelming them though

14:45:00 From Jin Tsubota to Everyone:

It seems pronto has been very useful for students to interact with each other and build community in a class.

14:45:39 From Shawn Taylor to Everyone:

@jin that's great to hear

14:45:42 From Amy Mattern to Everyone:

Yes, it's totally outstanding in Canvas!!

14:45:55 From Amy Mattern to Everyone:

Classrooms, programs that have Canvas, etc. It's great.

14:46:02 From Jin Tsubota to Everyone:

The tutors use it to ask each other questions when I'm too busy to answer them.

14:46:33 From Amy Mattern to Everyone:

Faculty who have been using it are loving it from what I hear so far.

14:47:37 From Kristy Woods to Everyone:

My students have been using Pronto to hold study sessions together and LOTS of communication with me and each other. Great resource in my synchronous class!

14:47:43 From Nezrin Hasany to Everyone:

Was just about to say a survey can get a lot of responses

14:48:23 From Liz McWhorter to Everyone:

I love surveys, yes!! Sometimes you need to incentivize them though (e.g., gift card drawing)

14:49:00 From Liz McWhorter to Everyone:

Another potential idea is something like ThoughtExchange (I'm an LVJUSD parent, and they use this to gather parent input/feedback)

14:49:45 From Alain Olavarrieta to Everyone:

List the following services we can improve on?

14:50:27 From Liz McWhorter to Everyone:

Another idea: Focus groups!

14:50:56 From Nezrin Hasany to Everyone:

It may be hard for students to come up with options from the top of their head so maybe if we list a bunch of services for them and then have an "other" section for them to write out their own suggestion(s)

- 14:51:16 From Liz McWhorter to Everyone:  
With ThoughtExchange, you can up-vote others' comments
- 14:51:27 From Liz McWhorter to Everyone:  
@Nez - Good point though
- 14:51:48 From Liz McWhorter to Everyone:  
Maybe providing a few examples would help
- 14:52:24 From Shawn Taylor to Everyone:  
@nez wonderful idea
- 14:53:04 From Liz McWhorter to Everyone:  
Could offer an in-person survey option too -- I remember LPCSG doing that a few years ago, set up a table @ 1600 first-floor area near Info Desk
- 14:53:18 From Amanda Ingold to Everyone:  
Can you provide maybe an example of a question you want to pose because I think of needs as it pertains to my students, where needs are primarily external
- 14:53:48 From Rajinder Samra to Everyone:  
[http://www.laspositascollege.edu/research/docs/surveys/student/StudSurvSp21\\_Results\\_Overall\\_21\\_0427.pdf](http://www.laspositascollege.edu/research/docs/surveys/student/StudSurvSp21_Results_Overall_21_0427.pdf)
- 14:55:26 From Jackie Carrillo -LPCSG Director of Communications 2021-2022 to Everyone:  
That's amazing!
- 14:56:18 From Liz McWhorter to Everyone:  
Catherine Alfaro Gomez was the prior UndocuLiaison. We miss her for multiple reasons!
- 14:56:37 From Alain Olavarrieta to Everyone:  
YEs Liz,
- 14:56:49 From Alain Olavarrieta to Everyone:  
She was amazing.
- 14:57:18 From Shawn Taylor to Everyone:  
Example Q: What one thing would you need added or taken away to enhance your school experience? (crap question, but something like this)
- 14:57:21 From Rifka Several to Everyone:  
There is a phone app for finding the direction to pray
- 14:57:34 From Liz McWhorter to Everyone:  
@Rifka - Good to know!
- 14:58:18 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:  
So Exciting!
- 14:58:35 From Amy Mattern to Everyone:  
Congrats! So excited that space has been completed!
- 14:59:16 From Alain Olavarrieta to Everyone:  
That sounds great!
- 15:01:11 From Liz McWhorter to Everyone:  
@Shawn - '22 launch sounds good. Again, let me know how I can help with the Equity newsletter! Happy to write, edit, etc.
- 15:01:36 From Liz McWhorter to Everyone:  
@Jackie - That's great!
- 15:04:15 From Amanda Ingold to Everyone:  
student club day, student life focus? But employees also participate?
- 15:04:24 From Alain Olavarrieta to Everyone:  
Social economic diversity is huge at this campus too.
- 15:05:00 From Katie Eagan to Everyone:  
Do we still have TV in cafeteria?
- 15:05:39 From Jill Oliveira to Everyone:



I think it's still there

15:05:49 From Kristy Woods to Everyone:

Ideally we have a MTu and then WTh theme so that MW and TTh folks both see the event

15:05:54 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

Equality also relates to those who do not wish to get the vaccine and cannot return to campus. Maybe online resources/or drop in session just 1-2 days?

15:06:35 From Nezrin Hasanly to Everyone:

I love the one week idea, Shawn! We could still have a "carnival" atmosphere with each day because of how many things we could talk about for each section

15:07:01 From Nezrin Hasanly to Everyone:

I can definitely see a lot of stands for services, a lot of stands for clubs and etc

15:07:37 From Jin Tsubota to Everyone:

Does anyone know who is in charge of putting content on all the TVs screens on campus? (ie the one in 2400, 1600)

15:08:06 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

It is going to be a culture shock

15:08:34 From Amy Mattern to Everyone:

Christine Hornbaker

15:08:37 From Jackie Carrillo -LPCSG Director of Communications 2021-2022 to Everyone:

I would love the busy fair style atmosphere as a college welcome back event very attractive to see people together

15:08:58 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

We need more TV's!!!!

15:09:06 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

Everywhere!

15:09:09 From daniel ceasley to Everyone:

yes, 1000 needs content now, it is totally static

15:12:19 From Jill Oliveira to Everyone:

We used to have a very active Afgan student club

15:13:57 From Nan Ho to Everyone:

Beautiful flier!

15:14:02 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

Very well done!

15:14:12 From Nezrin Hasanly to Everyone:

This is awesome, Jacky!!

15:14:52 From Jackie Carrillo -LPCSG Director of Communications 2021-2022 to Everyone:

thank you im also excited!! taking a theatre class this semester

15:19:42 From Katie Eagan to Everyone:

Kyle do you want to prepare something that we can put in an Announcement, just a few lines?

15:20:08 From Kristy Woods to Everyone:

Looking forward to listening to the panel on FLEX!

15:21:13 From Jackie Carrillo -LPCSG Director of Communications 2021-2022 to Everyone:

@Amy I am going! volunteering as an usher

15:21:16 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

The goal of my panel is to invite past and present LGBTQ+ identifying students to just create a conversation that many don't either want to have or feel uncomfortable initiating. Each speaker will get about 5-8 minutes (dependent on # of panelists) to speak and address what LPC excels at with regards to helping the LGBTQ+ community, and where there is room for improvement! I am super excited about this panel, as It has been my goal to improve inclusivity, especially as we return to campus! The panel will take place on Oct 28th at 9:00-9:50. This panel will be one of two keynote sessions. This means that faculty from all over campus will be in attendance!

15:21:31 From Jill Oliveira to Everyone:

<http://www.laspositascollege.edu/eops/>

15:21:42 From Amy Mattern to Everyone:

@Jackie yay!! I'm so excited they'll be back in action on the Mertes Center Main Stage!

15:21:43 From Kyle Johnson-LPCSG President 2021-2022 to Everyone:

^^^ I will provide a flyer asap, but there is a blurb for you all :)

15:22:54 From Amy Mattern to Everyone:

<http://www.laspositascollege.edu/theater/events.php>

15:23:35 From Nan Ho to Everyone:

<https://sparctheater.org/scienceplay/>

15:25:38 From Nezrin Hasanly to Everyone:

Ireland sounds amazing!!!

15:26:06 From Nezrin Hasanly to Everyone:

Where could I find more information for that? :)

15:26:14 From Jackie Carrillo -LPCSG Director of Communications 2021-2022 to Everyone:

I was looking at studying abroad in Ireland to help non-profits with women refugees earning more rights

15:26:19 From Jackie Carrillo -LPCSG Director of Communications 2021-2022 to Everyone:

very interested

15:27:28 From Nan Ho to Everyone:

Las Positas College Students can use the

Discount Code "LPC" at Check-out to receive

\$12 tix for the Live or Recorded Reading