

EAC Notes Feb 5, 2025 [2:30-4:00pm]

Online via Zoom | EAC Website: [Equity Action Council](#) | EAC Agenda [02/05/2025](#) |

Roll Call

Members Present	Members Absent	Guests
<ol style="list-style-type: none"> 1. Kaung Lett Yhone ICC Student 2. Jin Huang ICC Student 3. Katia Bravo DASG Student 4. Joshua Madrid DASG Student 5. Shaila Ramos-Garcia Classified 6. Adriana Garcia Program Coordinator Office of Equity 7. Joe D'Agostino Faculty 8. Deborah Armstrong Classified 9. Michelle Hernandez E&E Dean 10. Steve Nava Faculty 11. Vernon Gallegos Faculty 12. Yvette Alva Campbell Administrator 		<ol style="list-style-type: none"> 13. Guest: Erik Woodbury, Academic Senate 14. Guest: Adrienne Hypolite, Asst Dean Learning Communities 15. Guest: Eric Mendoza, Dean, Athletics 16. Guest: Sam Bliss, AVPI 17. Guest: Felisa Vilaubi, Counselor 18. Guest: Lisa Ly, Classified

Welcome and Introductions - Nava

- Community Building Question; Share about the last meeting you had that was inspiring to you?

Equity Rubric – Ramos Garcia, Vilaubi, Garcia

[PDF Format](#)

- Presentation by Felisa Vilaubi, Shaila Ramos Garcia, Adriana Garcia
- Created in the Fall 2023 from the Career fair incident where Border Patrol came on campus and had an impact and caused harm on our students.
- It is an equitable assessment tool to apply to events and decision-making at De Anza specifically.
- The application for this rubric is for on-campus events that are marketed to all students and is a voluntary application.
- Question: Is there a shorter way to get to a decision or feedback?

Answer: Two weeks minimum for the Equity Rubric Committee (ERC) to review. In general, the longer you give ERC to review, the more input ERC can have to provide assessment.

- Question: Are you saying that an event can or cannot happen based on the ERC's decision? Answer: We do not have authority to say you cannot have your event, but it would not be good to
- An interpretation it that it is a reflection tool calling us to give attention to the main values of the campus because it just makes us all more aware.
- First ask is will this assessment tool be housed under EAC?
 - Vote: Passes by consensus (met quorum with 12 members present out of 12 members present)
 - Michelle: Motioned to support it
 - No objections
 - Next steps:
 - House it as subcommittee
 - Create a process for the subcommittee
 - In addition to, we need to have training on how to utilize the tool.
- Second ask is will EAC approve it as an assessment tool considering incoming revisions with the understanding that we are consulting other shared governance opportunities to give feedback?
 - Vote: Paused
 - Michelle: Motioned to support it or to take more time
 - 2 yes to support
 - No other responses
 - Next steps:
 - Please bring back revisions

Next steps for the Equity Rubric

- Per Academic Senate
 - Infographic-checking in with facilities and ADA
 - Equity Badge
- Present to the following:
 - Deans and
 - De Anza College President

Leadership Reports - All

- DASG - Hosted the Winter Resource Fair last week and received feedback for improvements. The student rights and equity committee did not meet today because the agenda wasn't posted. We are working on workshops for the All-Peer Equity Conference.
- ICC - They are working on a rubric to accept more clubs line in a fair way, We have a collaboration with DASG on a cultural fair in the spring quarter and trying to revise the election code to make it more fair for all the candidates. We are also working on a financial rubric.
- DDEAC - Upcoming meeting this Friday morning with discussion about EEO reporting and the charge of the group. A request was made to bring up Assembly Bill 2925 at DDEAC i.e. the institutional obligation to determine the five most targeted groups in the state. Particularly using the hate crime publication by the Attorney General's office and to have an employee training specific to anti-discrimination for those five groups.
- RAPP - Positions that moved forward are HEFAS counselor and the Asst Dean, Learning Communities. We had 10 positions that went forward but it could be 11. We completed our duties with the personnel request and went to the College Council last Thursday where it was approved as submitted. Which means it does not require any additional deliberation at RAPP. We had 8 faculty positions and 2 two non-instructional faculty positions (i.e. classified and administrators)

- The College Council - They have accepted the RAPP recommendations. The president will make the final decision and communicate that campus wide. They also discussed reviewing the charge of the meeting and did introductions as a way to get familiar with the members. Lydia did an enrollment update. The President shared he got \$1.2 million in additional money, specifically for adding sections in a growth format for the Spring Quarter.
 - At some point, it felt like we were pitted against each other considering the limited number of positions available (i.e. non-instructional). I am very happy with the choices we made regarding the top two and that they went and got approved by College Council. Some recommendations for RAPP are to add the following guiding questions as a way to ensure a fair way of voting instead of a “popular vote” energy
 - Is it for growth?
 - Is it to replace a position?
 - Is it necessary?

Academic Senate Resolution for Vulnerable Students - Woodbury

- [AS resolution for Vulnerable Students.docx](#) Presented by Erik Woodbury
- This was a resolution that [Academic Senate](#) passed at our final meeting in Fall quarter on December 2nd, 2024.”
- An idea that came up is to organize Listening Sessions as a way of learning from the campus community. Feb 19/20 are the ideal dates and location TBA
- Some goals are to
 - address the question of “what could we do as a community in a real functional way to address the current times and to give people some resources to support themselves and each other?”
 - Raise awareness about new or renewed challenges individuals are facing
 - Share and encourage the adoption of best practices already in place
 - Recommend new ways to support students and employees in a way that advances equity and reduces harm across the De Anza’s organization.
 - Get us to talk about specific solutions, best practices, and new ideas.
- Woodbury brought it to EAC to be aware of what Academic Senate is working on especially the second resolve on the resolution.

- “Resolved that the De Anza Academic Senate will compile a report to be shared out to the De Anza Community based on a series of college-wide discussions over Winter Quarter and through Fall 2025 with the goals of raising awareness about the new or renewed challenges individuals are facing, sharing and encouraging the adoption of best practices already in place, and to recommending new ways to support students and employees in a way that advances equity and reduces harm across the De Anza organization; and be it further ...”
- In the meantime, Woodbury and Hernandez will put together resources for active listening. We got some feedback from people in our various affinity groups as well as from some other people that do a lot of work with equity on campus.
- Appreciation was shared towards Academic Senate for holding spaces for campus community and making a lot of our communities really feel seen and heard.
- The outcome is to publish through a website, a report or a summary within a year or so and maybe present it as early as opening day or until the following Winter quarte 2026.
- Question: If someone wanted to get involved and wanted to be a listener, how would you want them to best contact you. Answer: Please [email Erik Woodbury](#) to get involved and or provide further comments, feedback, and questions. He will also be sending out some solicitations to people like Michelle and some of our other groups on campus to see who's interested in being involved. Listeners will summarize what they heard and is hoping for a diverse pool of listeners. This invitation extends to students and administrators.

Equity Plan Spreadsheet Additional Evidence - Hernandez

Reviewed this document-

[De Anza College Equity Plan Progress Tracker Updated.xlsx](#)

Question: How is this tool working for you and your constituency? Feedback was provided:

1. Regarding the structure of how we collect information.
2. Some folks are overwhelmed with the spreadsheet,
3. Some folks have presented at DALA where they discussed supporting funding for affinity groups.
4. It was presented at Classified Senate and there was no feedback. I went through every section by section by reading it aloud but I think it might be too much to digest.

5. We need to have a clear line of communication
6. It is floating around among colleagues at the Disability Student Services program
7. The Social Sciences and Humanities division Equity Core team is working on a project, particularly a student voices and equity discussions based on the data that is being collected on student success along the lines to what Partners in Learning is doing. We are also involved in my sociology research methods class. On Week 11 we will host an event to get feedback about some of the equity gaps and getting the students to create a report as a part of an assignment to share out to our division and beyond. It is in the plan to report back some of the things that I find out about the students, Latinx students, African students across the different variables
8. The excel sheet itself and the visual effect that it has on your eyes is overwhelming
9. A recommendation is to present the content in a way that is a little more a little less overwhelming and pays closer attention to specific asks and specific goals to work on and to look at who wants to work on what and what skill set they want to develop for each item. To also look at how that item is relevant to their own position in terms of how much efficacy and power they have in their position to accomplish that particular set of goals.
10. Talking about the form at a retreat to oversee it, dig in deeper and see if it is asking the right questions.

Please note, an alternative format was presented as a form thanks to Mallory Newell's help.

An idea proposed: Would something like a form, work slightly better? Where we have a form that allows you to pick the area the key focus area and then you can answer the questions about evidence, who is responsible, where you think you are in the status and what your next steps might be.

1. Having it as a form would be more appealing.
2. Adding a section that says "other"
3. Adding a long answer text box would be better than a short text box.
4. Creating a space where people can put feedback on that key point that would be great as well
5. Having a comment section
6. Include the link so people can go to the actual report if they need more information.

The Form is for campus wide to use and allows you to pick vision or shared governance or other key area of focus and then it has plenty of space in the text box to write about evidence. It says who the team members or responsible parties are, gives us a status update, and then talks about the next steps and then as I hit next so I can submit another answer. Then you can submit several of them at one time. In this way, it would just feed into a spreadsheet that then EAC tri chairs would be able to sort through and synthesize.

Next steps

- Deliver pre and post information to departments next year

EAC Web Updates - Hernandez

- Currently working on two things
- The Office of Equity is working on the 23-24 and 24-25 EAC minutes getting posted on the website
- Current membership vacancies are
 - Need the following positions
 - 2 classified member,
 - 1 member at large, and
 - 1 member as an administrator
 - Ramos – Garcia is stepping down due to capacity and give opportunity to another classified professional.
 - EAC overlaps with other meetings and may be a challenge for people to join. The tri chairs will put this item in their agenda.
 - Please note, we need an EAC member to represent EAC at the College Planning Committee (CPC).
 - Alva - Campbell cannot serve as a representative at the College Planning Committee.
 - No one in the meeting accepted this invitation.

EAC Equity Retreat Update - Hernandez

- Proposed to postpone for a new date because the planning committee has not been able to plan and needs to move to a new date, specifically March 14th.
- So far Michelle and Joe are part of the planning committee, Debee and Steve volunteered to help.

Equity Champion Awards-Committee Update - Garcia

- Date location and time finalized
- Save the date for Wednesday, June 11th 2025 at 2:00-3:30pm.
- Please start thinking of colleagues and students to nominate
- Because we are on the committee, we do not make nominations. Please keep that in mind and know that it does not preclude you from talking to people and promoting the Nomination. Please encourage them to nominate equity warriors across our campus

NCORE 2025 - Hernandez

- The Office of Equity is working on funds to be able to financially support colleagues to attend. We took 30 people last year and had phenomenal presenters from HEFAS. Their workshop on the experiences of undocumented employees was well attended.
- Questions:
 - Do EAC members want to go?
 - Do EAC members want to take a look at the supplemental application? This was put together by the Office of Professional Development, specifically Sal Breiter along with the Office of Equity, specifically Michelle Hernandez. They composed questions last year. Does the EAC want to take a look at those supplemental questions, maybe tweak them or revise them before we release the application?
 - Are any EAC members submitting a proposal?
- We will be releasing that application pretty soon.
- It is something Hernandez can share and have everybody look at and put on the next agenda.
- An idea for a proposal is on the concept of working together between DASG and faculty.
- Question: What is the demographic, is it just faculty? Answer: Faculty, Classified, everyone, people working on their Ph D's, a lot of students
- Recommendation: Bring it to DASG and find funding and send a couple of students to New York
- It would be great for students to attend.

Future Agenda Items

- Equity in Honors with the goal of having representation of our student body within the honors program.
- SEAP: Student Equity & Achievement Plan 25-28. We just completed our three-year plan, and we are starting to prepare our next plan which needs to be submitted by November 30, 2025. We will be addressing the question: “what we are able to do to in order to meet the needs of our disproportionately impacted students?”
- Assembly Bill 2925
 - (b) (1) The California Community Colleges, the California State University, independent institutions of higher education that receive state financial assistance, and private postsecondary educational institutions that receive state financial assistance shall, and the University of California is requested to, include training to address discrimination against the five most targeted groups in the state, as determined pursuant to paragraph (2), as part of any general antidiscrimination training or diversity, equity, and inclusion training that is offered by the institution, except any trainings targeted to solely address discrimination based on specific groups, including, but not limited to, age, disability, or sexual orientation.
 - (2) To determine the five most targeted groups in the state, postsecondary educational institutions shall refer to the subcategory bias motivations with the highest number of events, as provided in Table 1 of the annual “Hate Crime in California” publication by the Attorney General, which reports hate crime data required to be submitted to the Attorney General by law enforcement agencies pursuant to Section 13023 of the Penal Code.

Good of the order - Hernandez

Dates to Remember and Announcements - Hernandez

- All Peer Equity Conference on February 28th.
- Equity Champion Awards on June 11th.

Affirmations - All

Links for Reference

- [De Anza College Equity Plan Progress Tracker Updated.xlsx](#)
- [01/15/2025 - Agenda and Minutes](#)
- [EAC-Brainstorming Goals-For-2025.docx](#)
- [Personnel Requests Spring and Fall 2024.xlsx](#)
- [12/02/2024 - Agenda and Minutes](#)
- [AS resolution for Vulnerable Students.docx](#)