

MINUTES

Equity & Diversity Committee Academic Senate, SMC

Location: Zoom

Date: 3/11/2020

Time: 1:00 – 2:00 P.M. PST (Pacific Standard Time)

Members Present: Steph Anderson, Sara Brewer, Kevin Chicas, Amber Urrutia

Interested Parties: Regina Ip, SMC Web Content & Social Media Manager

I. Call to order: 1:05 P.M.

II. Approval of Agenda

Motion to Approve: Sara Brewer

2nd: Kevin Chicas

Motion passed unanimously

III. Public Comments: Steph, Amber

Motion to move Regina from Public Comments to New

Business: Steph Anderson

2nd: Amber Urrutia

IV. Approval of Minutes from February 25 2021 Meeting

Motion to Approve: Sara Brewer

2nd: Steph Anderson

Motion passed unanimously

V. Chairs Report: Update from the Executive Senate meeting - "New Faculty" committee chaired by Erin Cue to help provide onboarding to newly hired faculty, provide resources and support. Concerns on overlap with committees such as PDC addressed – but this committee will focus entirely on new hires. Kevin met with Erin to see how our committee can assist her committee, specifically with reference to opportunities to collaborate on our Equity Guide and share it with new faculty.

VI. Other reports: None

VII. Old Business: Spring Flex Day planning tabled for working meeting at 2pm. Members Kevin, Mark, Steph, and Amber will participate.

VIII. New Business:

Regina Ip addressed ways to publish the Equity Guide:

- With the guide on Canvas, we can just add a link on the webpage. PDF is not recommended as it is not as mobile friendly or accessible.
- The guide is text heavy, which does not lend itself well to a webpage.
- Tables need to be made mobile friendly and accessible.
- The worksheets/practice pages, as well as case studies, could be kept as pdfs to fill out.
- Consider who would have access to edit (on Canvas or the website), the website has more controls over accessibility, broken links, spell checks than Canvas
- Since the guide is more instructional, Regina recommends using Canvas since it has the ability to format for the instructional style
- Videos added should always be captioned, can be used in Canvas or the website
- Canvas shell can't be linked to website unless public sharing is enabled
- Accessibility of content is monitored and supported more on the website by Regina and Paul
- Can make it so that the guide pops up as result of equity search on website
- Need to think about what the purpose of the guide is to determine where it fits best – more visually appealing maybe best for website, or a training course may be best for Canvas. Also consider what the intended audience (faculty) are most comfortable with

Student Representation on EDC

- Tabled for subsequent meeting when all members are present
- Items to consider: how many spots, what would their role be – observer or voting member, how can they

help contribute to the guide, how can we best coordinate their attendance

IX. Adjournment: 1:57 P.M.