**DC Meeting Minutes 10.7.16**

**In Attendance:**Dawn DeWolf (until 10), Gina Szabady, Sarah Lushia, Kristin Gustafson, Mark Harris, Dennis Carr, Renata Moreno Perez, Shawn Goddard, Lisa Rupp, Greg Evans, Dean Middleton, Marie Sagaberd

**Minutes Recorder**

* Sarah Lushia

**Approval of Minutes from 4.29.16 Meeting**

* Minutes approved

**Additional Minutes**

* Minutes from “unofficial” meeting without quorum on 5.27 can be found in the Google Docs Folder
  + <https://docs.google.com/a/lanecc.edu/document/d/1ToiUB0Jjon4xV6JaOzuHQiFasYgG6H3wxY3-h3JYCM4/edit?usp=sharing>

**Agenda Amendment**

* Added an item to discuss bylaws and bylaw subcommittee

**Membership 16/17 Year**

* Dawn DeWolf--presidential representation
* Greg Evans--CDO
* Mark Harris-- member by position
* Dennis Carr-- HR rep
* Deborah Butler--managment rep
* Al King--management rep
* Kristin Gustafson--classified rep (will confirm after meetings are scheduled)
* Lisa Rupp--classified rep
* Renata Moreno Perez--ASLCC rep
* Shawn Goddard--ASLCC rep (proxy at the moment)
* Faculty Union Appointments are vacant as of this meeting
* Sarah Lushia--member by position
* Drew Viles--Faculty Council rep (Greg will confirm this and investigate how it fits in with the bylaws)
* Rosa Lopez--member by position

**Bylaw Revision and Subcommittee**

* As we move forward with Equity Lens we need to reconsider our bylaws and charter to see how we can diversify our membership moving forward and bring more hands on board to lead the upcoming work.
  + We will need a subcommittee to revise bylaws; subcommittee work will come back to vote on DC; once DC has approved bylaws revisions will go to College Council
    - Dennis wants to be sure that the new bylaws clarify that membership in the DC includes the right to vote
    - Dawn points out that we *can* have ad hoc members who work on sub-committees but aren’t full members
      * Sarah expressed concern that, in the context of DC, which is tasked to represent those who are often underrepresented, asking people to do work and offer input without offering them full membership and voting rights might be problematic
* There is discussion about whether we are revising the bylaws or just membership
  + Several members expressed a desire to review/revise the entire bylaws to ensure that the bylaws are supporting us and our work as we move forward
  + We will need to pay careful attention to membership/voting and considering institutional history as we revise bylaws.
  + We will need to ensure that we have clear lines as we move forward and create a solid plan that will support our work and make it through the review process
  + Revising bylaws will allow us to Increase transparency of council and roles of council members
  + Dennis and Mark offered some historical context of the Diversity Team/Diversity Council to help newer members more deeply understand the history out of which we are now working.
    - Diversity Team was formed outside the governance structure originally; new struggles were created in regards to the “diversity” of DC because of the appointment system, particularly in terms of the bargaining teams.
* Sarah, Gina, Mark, and Shawn volunteered to populate a bylaws subcommittee
  + Mark moves, Shawn seconds a motion to create a bylaws subcommittee; council approves the motion

**Diversity Council Chair**

* Shawn nominated Sarah as DC Chair 2016/17
  + Sarah accepted nomination with the understanding that other members with prior chair experience support/advise her and that we re-visit this question in Winter term to determine whether we need to reconsider the chair position in light of bylaw and other changes.
    - Sarah appointed unanimously and accepted

**Diversity Plan Work, Core Theme and Equity Lens Development**

* Diversity Plan work for this year
* Last year DC generated a work list for the 16/17 academic year, which can be accessed at the link below
  + <https://docs.google.com/a/lanecc.edu/document/d/1J10kkywsENAGel4et9stgyVE_pAhy-uYaRqcqlL2ZgM/edit?usp=sharing>
* Diversity work will be framed by Core Theme
  + Core Themes can be found here: <https://www.lanecc.edu/institutionaleffectiveness/core-themes>
* Moving toward access, equity, and inclusion and away from “diversity.”
  + This move will be a 5 year process
    - Year one: Develop Lane’s Equity Lens
      * See handout Greg provided at 10.7.16 meeting for an outline of this process
        + Sarah made a request that we be really careful about building strong inquiry-based assessment questions as we collect/interpret data to assess our work
        + The idea of accountability is raised by Shawn--how will we building in an accountability aspect? How will members of LCC be held accountable for functioning within the Equity Lens
        + Kristin acknowledges that people must be held accountable, but cautions us to consider that what we are really trying to do is build a new culture; she raised concerns about building a punitive model as a way to hold people accountable and instead we may want to focus on empowering people by clarifying the reporting process and building buy-in and community.
        + Mark reminds us that there is invisible data that we also need to consider
        + Dennis reminds us that DC might have to do work around supporting the mandating of training
    - Year two: implement Equity Lens
    - Year three: assessment
    - Year four: evaluation of gaps and needs
    - Year five: adjustments

**Future Meetings**

* We did a quick poll at the end of the meeting to see what days might work for folks. Wednesdays and Fridays seemed best. Sarah will send out a survey with possible Wed/Fri meeting times/days and after she gets responses will send out a proposed schedule and ask DC members to vote by email.

**Meeting adjourned at 11am.**