This Open Meeting of the Board of Trustees is authorized in accordance with the Texas Government Code, §§ 551.001 through 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of Board Relations. Per Texas Government Code § 551.1282.

NOTICE OF DIVERSITY EQUITY INCLUSION COMMITTEE MEETING BY VIDEOCONFERENCE OR TELEPHONE CALL OF THE BOARD OF TRUSTEES FOR DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL

http://www.dcccd.edu/boardmeetingslive Tuesday, February 2, 2021 2:30 PM

DUE TO HEALTH AND SAFETY CONCERNS RELATED TO THE COVID-19 CORONAVIRUS, THIS MEETING WILL BE CONDUCTED BY VIDEOCONFERENCE OR TELEPHONE CALL. AT LEAST A QUORUM OF THIS BOARD COMMITTEE WILL BE PARTICIPATING BY VIDEOCONFERENCE OR TELEPHONE CALL IN ACCORDANCE WITH THE PROVISIONS OF SECTIONS 551.125 OR 551.127 OF THE TEXAS GOVERNMENT CODE THAT HAVE NOT BEEN TEMPORARILY SUSPENDED BY ORDER OF GOVERNOR ABBOTT ON MARCH 16, 2020.

AGENDA

- 1. Roll Call Announcement of a Quorum
- 2. Certification of Notice posted for the meeting
- 3. Citizens Desiring to Address the Board
- 4. Committee Presentations
 - A. Diversity Equity Inclusion (DEI) Committee Charter Review Presenters: Justin Lonon, Marisol Romany, Rob Wendland
 - B. Social Responsibility & Inclusion Update and Strategic Direction Presenters: Justin Lonon, Marisol Romany

5. Items for Review

- A. Committee Notes
 - 1) Diversity Equity Inclusion Committee Notes for October 6, 2020
- 6. Executive Session (if required)
 - A. Consultation with Attorney Regarding Legal Matters or Pending and/or Contemplated Litigation or Settlement Offers - Section 551.071
 - B. Personnel Matters Relating to Appointment, Employment, Evaluation, Assignments, Duties, Discipline, or Dismissal of Officers or Employees -Section 551.074
 - C. Deliberate Regarding Real Property Since Open Deliberation would have a Detrimental Effect Upon Negotiations with a Third Person - Section 551.072
 - D. Deliberate Regarding Security Devices or Security Audits-Sections 551.076 and 551.089
- 7. Adjournment



DIVERSITY, EQUITY AND INCLUSION COMMITTEE CHARTER

I. Overall Role and Mission

The Dallas College Board of Trustee's Committee for DEI is responsible for ensuring continuing Board and institutional progress toward the intentions of Dallas College's strategic priorities, Board goals concerning diversity, equity and inclusion, and the Chancellor's goals and objectives that focus on opportunity and equitable student and employee success.

The Dallas College Board of Trustees established the Board Committee on Diversity, Equity, and Inclusion (BCDEI) to:

- Raise the college's shared consciousness around diversity, equity, and inclusion,
- Eradicate racism and injustice through Dallas College's curriculum, outreach, recruitment, retention, development, and advancement to foster an equitable, diverse and inclusive environment for employees and students and to
- Communicate these efforts to community stakeholders in an informed and effective manner.

II. <u>Authority</u>

The following functions shall be the common recurring activities of the BCDEI in carrying out its purposes outlined in Section I of this Charter.

General Objectives

The main objective of the committee is to support Dallas College commitment to removing barriers to success, careers, and economic growth by working towards providing equal access to education, business opportunities and an environment with opportunities for students and employees to thrive. To this end, the Board Committee on Diversity, Equity, and Inclusion (BCDEI) will:

- Be kept informed of College DEI priorities and processes, the College's implementation of programs and initiatives, and progress in meeting or exceeding the Board's goals related to DEI.
- Work with Dallas College Chancellor to establish strategies and resources to support the college to advance its goals related to DEI.
- Work with College leaders in DEI to ensure that Board members are familiar with the college's DEI efforts (e.g. DEI and cultural competency trainings, professional and faculty development work in DEI, social justice workshops, etc.).

BCDEI Responsibilities

GENERAL:

- Understand and create a commitment to the College's identified goals concerning DEI.
- Assist the Dallas College Board in incorporating diversity, equity, and inclusion into Board goals and priorities.

SPECIFIC:

- Nurture a collaborative culture of diversity, equity, and inclusion through discussing issues in a meeting environment that respects and values divergent points of view while being careful to avoid patterns of behavior that inhibit free expression.
- Promote interactive communication between the Dallas College Board of Trustees and those directly involved with addressing DEI matters within Dallas College to make recommendations about policy and strategic initiatives related to DEI.
- Review areas for future consideration regarding Board development in DEI by the Chancellor and Board of Trustees.

III. Structure and Membership

The BCDEI shall be a *Committee of the Whole*, whereas the Board of Trustees sitting in deliberative rather than legislative capacity for informal debate and preliminary consideration of matters related to DEI and is comprised of the complete Board of Trustees as follows:

- The Board Chairperson, or his/her designee, shall be the Chairperson of the BCDEI.
- All members of the Board of Trustees are part of the BCDEI.
- The leadership liaison of the Board of Trustees for the Committee will be the Executive Vice Chancellor.

IV. <u>Meetings</u>

- The BCDEI will meet at least quarterly, with authority to convene additional meetings as circumstances require as determined by the BCDEI Chair.
- BCDEI is a Committee of the Whole; a quorum of four members must be met to hold a discussion.
- The BCDEI Chair or Executive Vice Chancellor will invite Dallas College staff or others to attend meetings and provide pertinent information as needed.
- The BCDEI will hold executive sessions as needed and permissible by law.
- Meeting agendas will be prepared and provided in advance to members, along with appropriate briefing materials.

CERTIFICATION OF NOTICE POSTED FOR THE FEBRUARY 2, 2021 DIVERSITY EQUITY INCLUSION COMMITTEE MEETING OF DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL BOARD OF TRUSTEES

I, Joe D. May, Secretary of the Board of Trustees of Dallas College, do certify that a copy of this notice was posted on the 29th day of January 2021 on the Dallas College website, as required by section 551.043 (a)-(b)(1) of the Texas Government Code, and in accordance with those other provisions of the Texas Government Code that have not been temporarily suspended by order of Governor Abbott on March 16, 2020.

Joe D. May. cretary



SOCIAL RESPONSIBILITY AND INCLUSION

PRESENTERS: DR. JUSTIN LONON MARISOL ROMANY

> DIVERSITY, EQUITY & INCLUSION COMMITTEE FEBRUARY 2, 2021

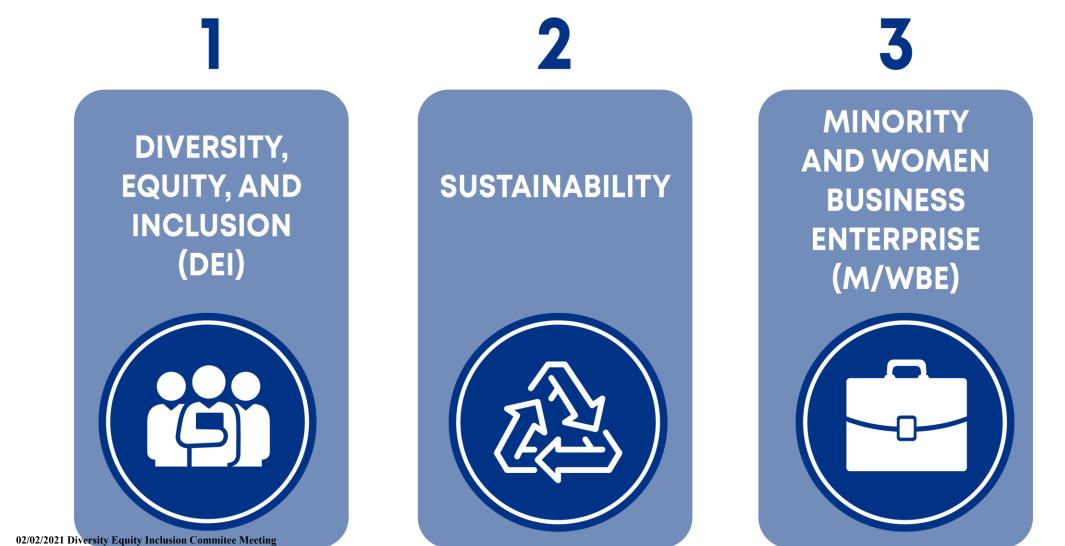
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Dallas College Diversity Journey

DEI EFFORTS TO DATE

- In 2019, Dallas College engaged a consultant to provide guidance on Diversity, Equity and Inclusion.
- In 2020, an employee survey focused on DEI to identify areas of concern was conducted.
- The Board recommended Employee Resource Groups (ERGs) to be established.
- The Board of Trustees formed a Board Committee for Diversity, Equity, and Inclusion (BCDEI) in support of their commitment to DEI.
- The position of Chief Social Responsibility and Inclusion Officer was created and filled.

Office of Social Responsibility and Inclusion Focus Areas



Diversity, Equity and Inclusion (DEI)

What is DEI?

Working with the diverse community that we serve requires **Diversity, Equity and Inclusion (DEI)** education and resources to ensure connectivity and meet service goals for students, employees, diverse community and suppliers.



is what makes us all unique (similarities and differences) including culture, language, gender, gender identity, age, disability, education, skills and more. 02/02/2021 Diversity Equity Inclusion Committee Meeting Page 11 of 46



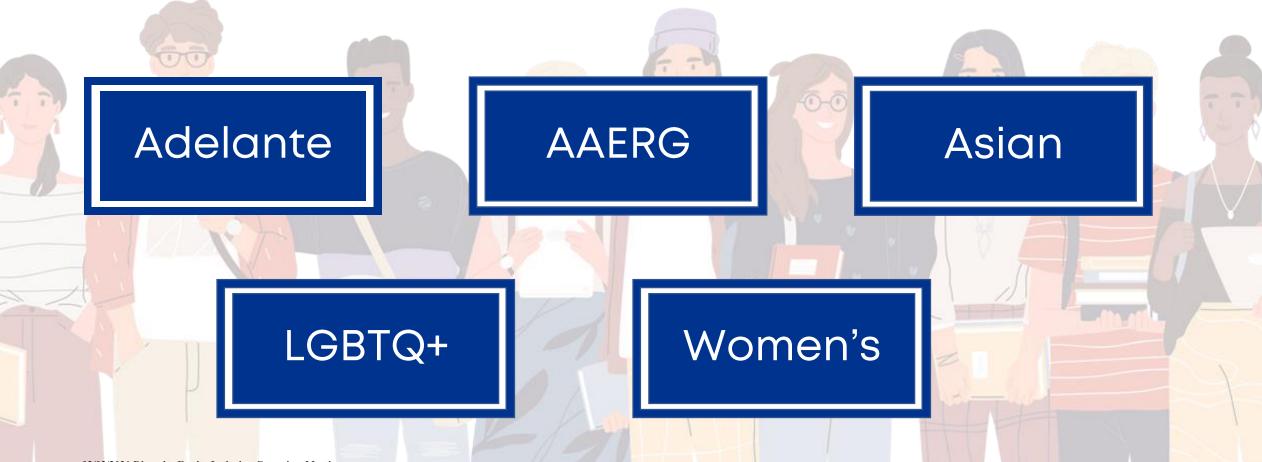
is the guarantee of a fair treatment, access, opportunities and advancement for all while striving to identify and eliminate barriers.



is creating a workplace of mutual respect, trust and commitment that contributes to organizational results.

What We Know

Employee Resource Groups



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Diversity, Equity & Inclusion

Our Approach



To provide meaningful change through education, empowerment, and engagement in order to promote an equitable, diverse, and inclusive institution.

The Path We Take

LEAD COLLEGE-WIDE INITIATIVES

• Diversity, Equity and Inclusion (DEI)

HOW WE DO IT

- 1. Oversee DEI education and resources
- 2. Ensure compliance with laws and regulations

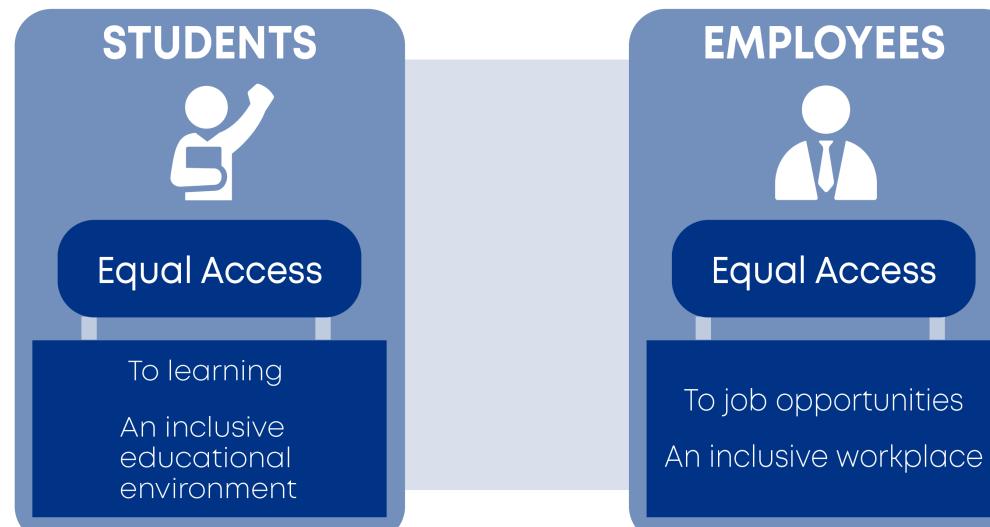
Director: Dr. Kenneth Chapman

Collaboration:

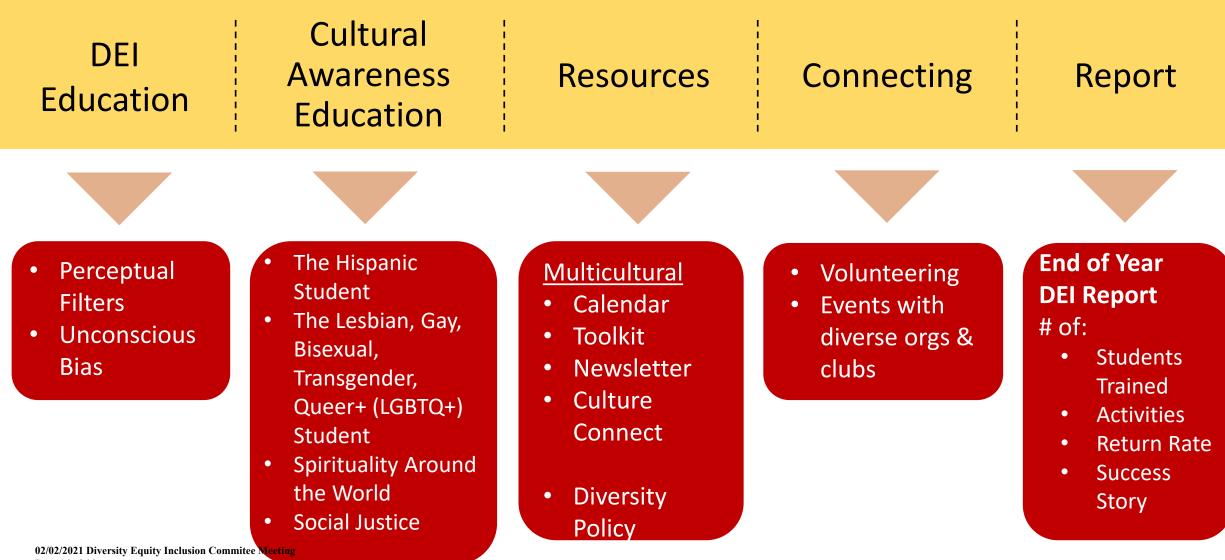
- Student Success
- Workforce Development
- HR
- Purchasing
- Facilities
- Finance

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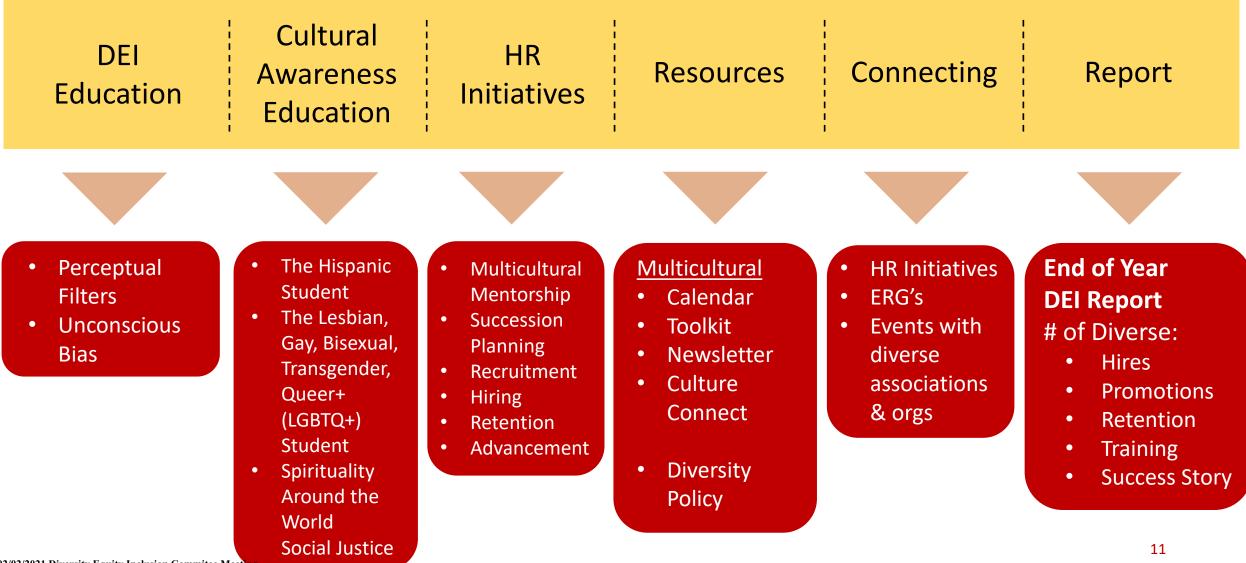
Who We Serve



DEI Program Roadmap for STUDENTS



DEI Program Roadmap for EMPLOYEES



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Benefits of Diversity, Equity and Inclusion (DEI)

- Enhanced relationships
- Delivery of Culturally Appropriate Education, Service, Services and Resources
- Compliance with laws and regulations
- Mitigate risk
- Builds trust





Opportunities in DEI

- Select HR diversity initiatives (including recruitment, hiring, retention, advancement, and training)
- **Restructure** Employee Resource Groups (ERG's)
- Launch DEI and Cultural Awareness education
- Form DEI Committee

(Student Success, Workforce Development, HR, Purchasing, Facilities, Finance, DEI)

• Create a 5-year plan of action

Sustainability

What is Sustainability?

We define sustainability as an approach to <u>problem-solving</u> that addresses the three main pillars of sustainability: **equity, the economy and the environment.** Our programs will address all three pillars by:

- a. Educating students and employees about the benefits of practicing sustainability
- b. Ensuring that DC operations are practicing sustainability
 - energy efficient, conserve water, use public transportation is encouraged by providing students with DART passes

What We Know

SUSTAINABILITY EFFORTS TO DATE

- Between 2007 and 2014 a group of dedicated employees began to meet to recommend sustainable efforts throughout the college.
- Due to the sustainability interest, several colleges created positions to manage sustainability efforts.
- The Sustainability Summit began in 2011; and sustainability best practices were created in 2014.
- In 2020, DCCCD became one college, Dallas College.
 - All Sustainability employees from the different campuses were placed under the Social Responsibility and Inclusion office.

Sustainability: More Than Green



"Why Dallas College Supports Sustainability"

https://dcccd.yuja.com/V/Video?v=2409881&node=8728009&a=968931961

The Path We Take

LEAD COLLEGE-WIDE INITIATIVE

• Sustainability

HOW WE DO IT

- 1. Provide education and resources
- 2. Ensure compliance with laws and regulations

TEAM

Executive Director: Georgann Moss

Director: Dr. Maria Boccalandro

Coordinator: Sonia Ford

Coordinator: Brandon Morton

Coordinator: Lori Delacruz Lewis

Collaboration:

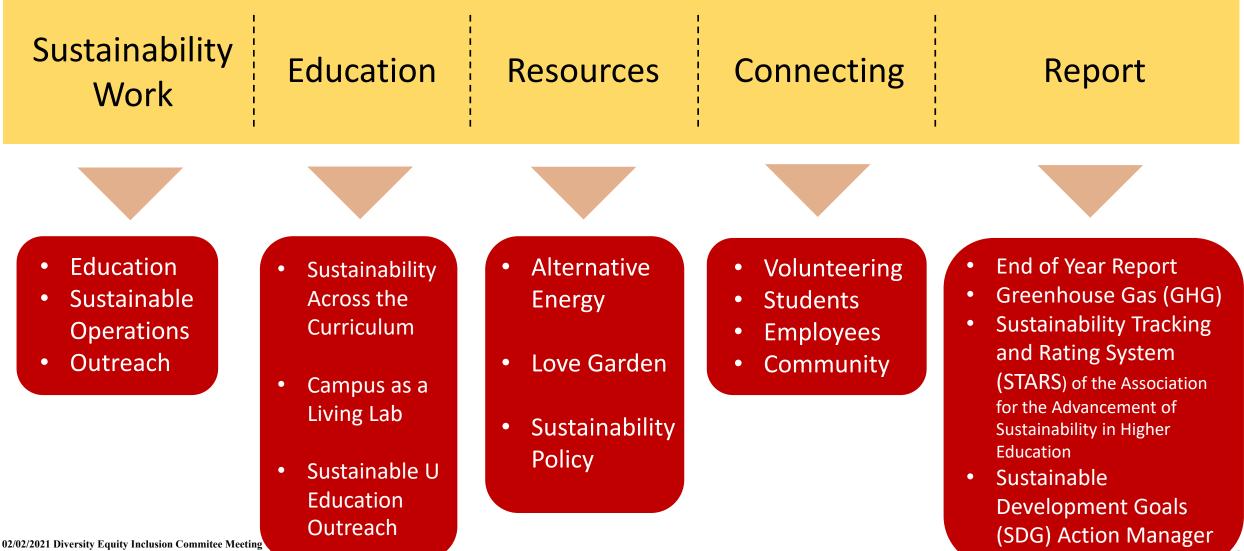
- Purchasing
- Facilities
- Finance
- Student Success

Who We Serve



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Sustainability Program Roadmap



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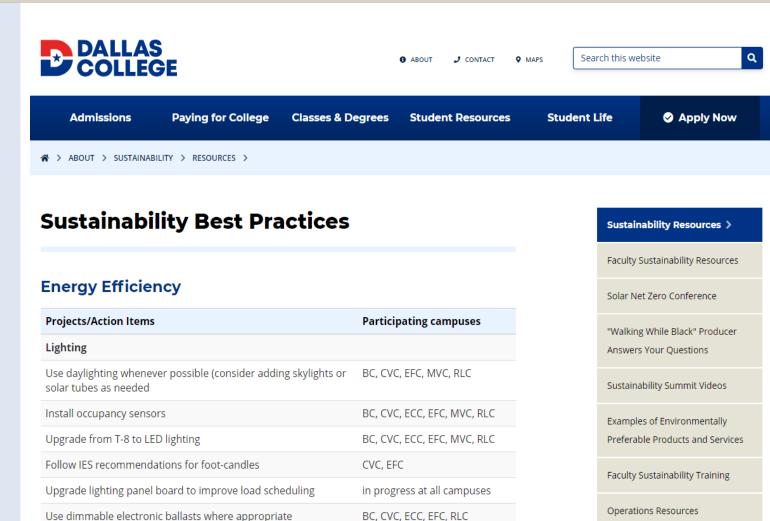
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Benefits of Sustainability

- Community Relationships
- Green Business Practices
- Environmental Impact

(preserving our environment)

- Enhance Corporate Brand
- Positive Economic Impact in the Community



"Dallas College: Sustainability Best Practices"

Opportunities in Sustainability

- **Complete** the application for STARS
- Formalize relationship with the United Nations regarding the 17 Sustainable Development Goals (SDG) Actions
- **Expand** programs: Sustainability Across the Curriculum, Campus as a Living Lab, and Sustainable U Education
- Implement programs and policies at all campuses
- Launch Deliberative Dialogues and Active Citizenship online
- **Review** policies, processes, and practices to include social, economic and environmental sustainability
- **Remove** barriers to success
- Advocate for construction of sustainable facilities and operations
- Create a 5-year plan of action

Minority and Women Business Enterprise (M/WBE)

What is Supplier Diversity?

A Supplier Diversity program is a proactive business program which encourages the use of minorityowned, women owned, veteran owned, LGBT-owned, service-disabled veteran owned, historically underutilized business, and Small **Business Administration-defined small** business concerns as suppliers.



What We Know

M/WBE EFFORTS TO DATE

- The Initial program was started in the late 1990s.
- The current M/WBE spend report format was implemented in 2006.
- In 2020 The Burrell Company was contracted to provide recommendations to improve the M/WBE Program (presentation to be made next month).
- The M/WBE team will transition to work with the Social Responsibility and Inclusion office.

M/WBE (Supplier Diversity)

Our Approach



To provide access to business opportunities

through certification sponsorship, mentoring, and purchasing engagement in order to promote a fair and equitable business practice.

The Path We Take

LEAD COLLEGE-WIDE INITIATIVE

• Supplier Diversity Program

HOW WE DO IT

- 1. Manage diverse supplier activity
- 2. Ensure compliance with policies, laws and regulations

TEAM

Director: vacant

District Program Manager: Darcell Webb

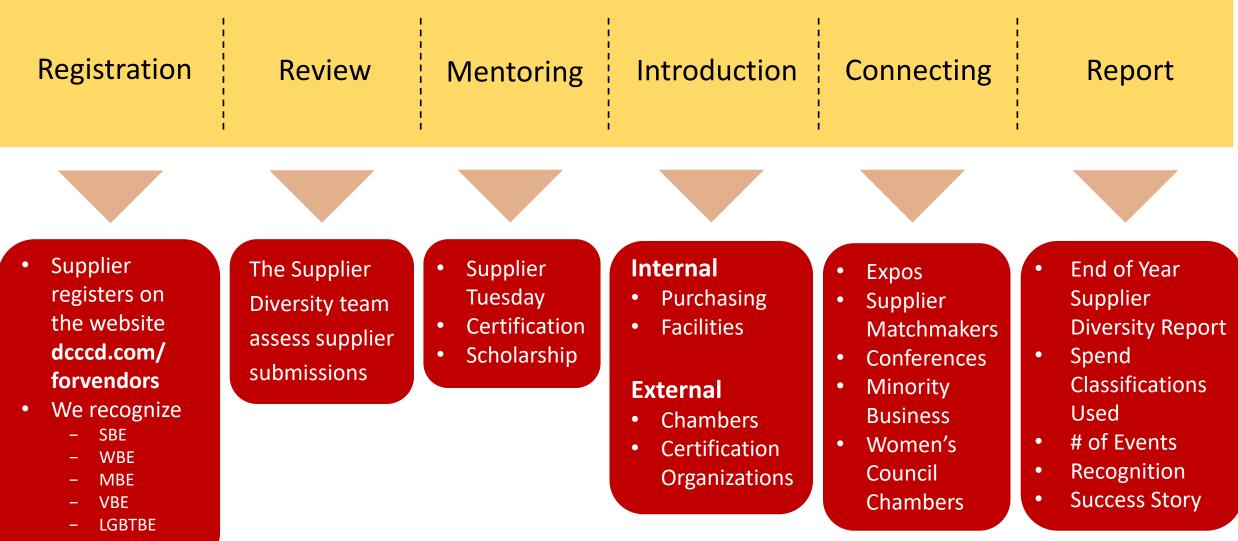
Collaboration:

- Purchasing
- Facilities
- Finance

Who We Serve



Program Roadmap for SUPPLIERS



Benefits of Supplier Diversity

- Community Relationships
- Fair Business Practice
- Impact on Purchasing (innovation, competition)
- Enhance Corporate Brand
- Positive Economic Impact in the Community



Opportunities in Supplier Diversity

- Implement Supplier Diversity Program
- Review purchasing policies, processes, and practices
- Remove barriers to success
- Advocate for use of diverse suppliers
- Create a 5-year plan of action

Terms of Reference

- Empowerment it is a process that fosters power (that is, the capacity to implement) in people, for use in their own lives, their communities, and in their society, by acting on issues that they define as important.
- **Engagement** a human resources concept that describes the level of enthusiasm and dedication a worker feels toward his/her job.
- Meaningful Change the process by which the change occurs is intentional and inherently valuable. For change to be meaningful it must be informed by an inclusive process which allows those involved to influence its direction and to understand its meaning at an individual and collective level.
- Collaboration the action of working with someone to produce or create something.
- **Perceptual Filters** refers to the process of taking in new information and interpreting it according to prior experience (the way people take in and make sense of information.)
- **Unconscious Bias** social stereotypes about certain groups of people that individuals form outside their own conscious awareness.
- Fair Business Practice Adhering to ethical principles and refraining from unfair trade practices and any form of bribery and corruption, to contribute to sound social and economic ^{02/02/2021 Diversity Equity Inclusion Committee Meeting} through fair competition in the market. 32

Terms of Reference

- **Equitable** fair to all people or organizations involved in a situation in a way that gives equal treatment to everyone.
- Economic Impact effects on the level of economic activity in a given area (in terms of jobs, income, wealth, etc.).
- **Equity** ensures that we all have the same opportunity and ability to achieve our goals and be prosperous.
- **Economy** provides us with decent work, and economic growth.
- Environment provides us with clean air and water, free renewable energy, and all the resources we need to support equity (people) and the economy (prosperity).
- Sustainable Solutions efforts that will take into account the economy, environment and equitable resources. Example: Free DART Passes.
 - **1. Environment** reduces greenhouse gases we put in the air.
 - 2. Economy saves students money.
 - **3.** Equitable students without a car have transportation to get to the college. We remove a barrier to education.

Thank you



ITEM FOR REVIEW NO. 5A-1

Diversity, Equity & Inclusion Committee Notes for October 6, 2020

A Diversity, Equity & Inclusion Finance Committee virtual meeting of the Board of Trustees of the Dallas College was held Tuesday, October 6, 2020, beginning at 3:05 p.m. on the Cisco Webex platform and was broadcast via the streaming link: <u>http://www.dcccd.edu/boardmeetingslive</u>. This meeting was convened by Committee Chair Diana Flores.

Board Members and Officers Present

- * Ms. Charletta Rogers Compton
- * Ms. Diana Flores (committee chair)
- * Mr. Wesley Jameson
- * Dr. Joe May (secretary and chancellor)
- * Mr. Philip J. Ritter
- * Ms. Dorothy Zimmermann

Board Members Absent

- * Ms. Monica Lira Bravo
- * Mr. JL Williams
- * Denotes a committee member, Committee of the Whole
- 1. Roll Call Announcement of a Quorum was confirmed by Perla Molina.
- 2. Certification of Notice posted for the meeting was confirmed by Chancellor Joe May.
- 3. Citizens Desiring to Address the Board None.

4. Committee Presentations

A. Diversity, Equity and Inclusion (DEI) Update Presenter: Justin Lonon

Justin Lonon presented the Diversity, Equity, and Inclusion (DEI) Update presentation. The following information was reviewed with the committee as follows:

- In Fall of 2019, Dallas College conducted an employee survey that focused on DEI. This survey helped identify areas of concern and supported the decision to develop Employee Resource Groups (ERG).
- Employee Resource Groups were developed to support the diverse student population and increase employee engagement at Dallas College.
- As part of the Dallas College redesign, the office of Social Responsibility was created to give a central point of leadership and coordination of DEI-related initiatives.

There were no requests, questions, or comments from the Trustees on the DEI Update presentation.

B. DEI Charter Draft Review

Presenters: Justin Lonon, Rob Wendland

Rob Wendland presented the Committee with the draft of proposed DEI Charter for review. Wendland requested feedback from the committee on the DEI Charter draft. The following feedback was given to Wendland:

- Trustee Zimmermann expressed that she would like to see the DEI Charter include something that explained that all voices should be heard that no one should feel silenced.
- Trustee Jameson shared that the word "Nature" under the Specific DCDEI Responsibilities, had a caring aspect to it and appreciated that Wendland used the word nature.
- Trustee Ritter shared that he liked the Charter and suggested the following two sentences be struck out under the Overall Role: "Divisions along economic, racial, religious, gender, and political lines have created an increasingly polarized society. And the complex issues and dynamics at the intersections of race, class, gender, and sexuality call for deeper thinking as we seek to understand one another and continue to effectively advocate for Dallas College."
- Trustee Zimmermann agreed with Trustee Ritter. Trustee Zimmermann mentioned that these two sentences should not be in the beginning of the Charter. Trustee Jameson argued that these two sentences were more important today, than they ever had been.
- Trustee Flores recommended that the two sentences be looked at and reworded. Chancellor May informed the Committee that they

would look at the two sentences and share an updated version with the Board.

Wendland informed the Board that he would revise the charter with trustee recommendations and provide the Board with updated recommendation for the DEI Charter.

C. Employee Resource Group (ERG) Update Presenters: Justin Lonon, George Marquez

George Marquez informed the Committee of the purpose of ERGs including, helping Dallas College fulfill its mission. Another purpose of an ERG was to provide a voice for ERG employee members and increase engagement, inclusion and diversity, as well as, share ideas and suggestions including an opportunity to foster mentoring. Marquez informed the Committee that an ERG would provide a voice for ERG group members to share insight with leadership regarding best practices for serving the respective student and employee group.

Marquez informed the Committee about the four stages of development which were:

- 1. Informal Informal Networking, Inward Looking and Focus on Social Needs
- 2. Networking Inward Looking, Informal Structure, Career Development and Community Service
- Dallas College Connection Institutional Sponsorship, Organizational Plan & Create By-Laws, Funding and Barriers & Solutions
- 4. Full Integration with Dallas College Launch ERG, Focus on Membership and Align Goals with Dallas College

Marquez shared that the overall goals of ERGs was to create a pathway for Dallas College leadership to support employees in a more relevant manner. Create transparency, public support and build trust by supporting Dallas College colleagues. Impact workplace culture, foster diversity and inclusion at every level of Dallas College. Lastly, to support ERG activities and increase membership.

President Liaisons each highlighted the current ERG groups for Dallas College:

- Adelante Latino ERG– Jose Adames
 - Beatriz Joseph informed highlighted key accomplishments for the Adelante ERG. The Adelante ERG conducted a

strategic plan, core leadership team comprised of 23 college representatives and its founding members, and bylaws for Adelante were completed and approved.

- AAERG Eddie Tealer
 - Mission Statement: The mission of the African American Employee Resource Group is to shape and influence Dallas College policies and procedures that ensure an inclusive culture, as well as access and advancement of professionals, students, and committees.
 - Vision: The AAERG will lead in harmony and unity to create a better everyday life for African Americans and transform the organization.
- Asian ERG Kay Eggleston
 - Mission Statement: The mission of the Dallas College Asian Employee Resource Group is to promote diversity, equity, and inclusion through personal and professional growth and support of all Dallas College employees. The Asian Employee Resource Group serves to foster networking, professional development, mentoring, leadership opportunities, and advocacy for employees with a focus on the recruitment, retention, learning, and advancement of Asians at Dallas College.
- LGTBQ ERG Christa Slejko, Greg Morris
 - Greg Morris informed the Committee that the LGTBQ+ ERG was still in the forming stages. In March 2020, 11 participants were included in the Initial Exploratory Discussion. In July 2020, 30 participants were included in the LGBTQ+ ERG Compression Planning.
- Women's ERG Linda Braddy
 - Linda Braddy informed the Committee in August 2020, the Women's ERG launched a survey to identify those interested in membership, leadership, or ally ship and what female employees wanted as the focus for the ERG. 137 surveys were completed. The following were the results for the documented interest in joining:
 - 88% Support Others/Strength in Numbers
 - 83% Influence Change Within the Organization
 - 79% Career Development /Leadership Development
 - 77% Networking Opportunities
 - 60% Sense of Belonging

Chair Flores requested that the ERG groups provide a survey to the members of the ERGs to gain an idea on why people were joining. For example, the Women's ERG that Linda Braddy had presented. She asked that once these surveys were conducted, that they be provided to the Committee.

D. Faculty DEI

Presenter: Ryan Pettengill

Dr. Ryan Pettengill informed the Committee of the DCFA statement on diversity, equity, and inclusion. Dr. Ryan Pettengill informed the Committee that the Dallas College Faculty Association supported an inclusive environment in which the values perspectives, and individual's dignity of all members of the college community were reorganized and supported.

Dr. Ryan Pettengill informed the Committee that the DCFA had appointed a diversity, equity, and inclusion Committee. In the coming weeks, the DCFA would charge each Committee to:

- Identify and acknowledge any issues that might restrict DEI.
- Gather and catalog feedback from various stakeholders about advancing DEI.
- Develop recommendations for change to appropriate department or area that results in a more DEI faculty.
- The DEI Committee would conduct a review of instruction and identify specific areas of instruction that they feel can become more DEI.
- Summarize subcommittee work in individual detailed reports.
- Publish a comprehensive account of all sub committees' findings and recommendations.
- E. DEI Next Steps

Presenter: Justin Lonon

Justin Lonon informed the Committee about DEI next steps including, to support the development and structure of ERGs. Create consistency across all ERGs through standard subset of by-laws, standard processes & procedures, funding and budgets and sponsors. Lastly, to fully develop the Office of Social Responsibility to build an overall DEI plan.

Chair Flores had requested that the recommendations for the AAERG to be included in the agenda for a future DEI Committee Meeting to further discuss the recommendations provided.

6. Executive Session

None.

7. Adjournment

The Diversity, Equity & Inclusion Committee adjourned at 4:33 p.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, <u>www.dcccd.edu/boardmeetingslive</u>, under the Archived Videos section.