



Meeting Minutes
Friday, August 29, 2025 11:00am-12:30pm
Zoom

Approved: September 12, 2025

Members Present: Angela Boyd, Carmen Carrasquillo (*proxy for Wolf and Gonzalez*), Veronica Dayag, Claudia Estrada-Howell, Adrian Gonzales (*ex officio*), Joseph Hankinson, Nessa Julian, April Koch, John Kim, Khaliah-Yasmeen Mangrum, Bill Pacheco, Heather Paulson, Marcia Sawyer, Sharilyn Wilson

Members Absent: Sara Agonafer, Ali Gonzalez, Dianika Moore, Bear Wolf

Guests: Maribel Flores

- I. Call to Order
 - Meeting called to order at 11:06am by Co-Chair Carrasquillo
- II. Approval of Agenda
 - MSC Paulson/Sawyer (0 Nays; 0 Abstentions)
- III. Approval of Minutes
 - No minutes to approve; May meeting did not have quorum.
- IV. Land Acknowledgement
 - The campus is discussing revisiting Miramar's land acknowledgement, to acknowledge diverse tribal groups, incorporate student feedback, and possibly make more concise.
 - Potential future agenda item
- V. Welcome New Members
 - Welcome Kya & Heather!
 - Dean Julian also introduced LEAD's new Administrative Technician, Maribel Flores
- VI. Action Items

#	Item	Time	Initiator
1	Election of Co-Chairs (2-year term)	10 min	Carrasquillo

	<ul style="list-style-type: none"> • The committee heard a general description of the co-chair duties • There was a suggestion to create a written “job description” at some point • Pacheco/Gonzales noted that the committee is allowed to create a substructure to help support the co-chairs (e.g, note-taking, etc.) • Wilson nominated Pacheco as co-chair representing Classified Professionals • Carrasquillo nominated Estrada-Howell; Estrada-Howell declined due to scheduling conflicts • Estrada-Howell and Pacheco both nominated Carrasquillo as co-chair representing Faculty • Sawyer expressed interest in a future co-chair position, but at this time is busy with the UMOJA workgroup. • Gonzales, Paulson mentioned that rest of committee is willing and able to support the co-chairs in any way possible • Carrasquillo and Pacheco were unanimously selected as co-chairs. 		
2	<p>Meeting Day/Time/Frequency – Survey due September 5th</p> <ul style="list-style-type: none"> • Carrasquillo presented a new proposed meeting schedule that involves two one-hour meetings per month, in alternating modalities (Zoom/in person) • <u>MSC</u> Pacheco/Heather to approve the new schedule as presented (0 Nays; 0 Abstentions) 	15 min	Carrasquillo

VII. Discussion Items

#	Item	Time	Initiator
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1	<p>Review of Committee Charge</p> <ul style="list-style-type: none"> • The Committee reviewed its charge as presented in the College Governance Handbook (pp 28-29) • Discussion: How can we effectively enact more of the elements of our charge and embrace all of the responsibilities? • Can we unpack/explore these items further on future agendas? • Julian shared the new <i>Standing Committee Reporting Form</i>, which will be used to report regularly on the Committee's plans and goals (this is a new process for all campus committees) 	10 min	Carrasquillo
2	<p>2025-2028 Student Equity Plan</p> <ul style="list-style-type: none"> • Julian recapped the SEP review session that was held Friday, August 22nd • LEAD's Project Analyst is reviewing feedback, coding for themes, etc. (Some already-emergent themes include: culturally responsive practices, communication, in reach and outreach) • There are still opportunities for the campus to provide feedback, as the Plan will run through the shared governance process over next few weeks • The Plan will also be reviewed in an IDEA Committee meeting and will lead in to conversations about how to make the Plan more actionable • Next event is an Equity Plan Forum tentatively planned for September 17th, 3-4pm via Zoom 	10 min	Julian

3	<p>Updated Contract Process for Guest Speakers</p> <ul style="list-style-type: none"> • Wilson provided a summary of the District's new Request for Contract (RFC) process • Because this process is new, and tends to take longer, it is imperative that we plan well in advance for speakers/presenters that IDEA would like to bring to campus. • As such, the committee should consider a more intentional, full-semester planning approach, where funding requests will be submitted in advance and scored/prioritized using a rubric. This will not only allow the RFC process to go more smoothly, but it will also promote more alignment, collaboration, and better leverage of resources. • Wilson also shared a draft <i>Event Funding Request Form</i>, draft <i>Scoring Rubric</i>, and draft <i>Post-Event Form</i>. These will be emailed out to the committee for review and input. • This process will <u>not</u> apply to events with no funding required. 	10 min	Wilson
4	<p>Equity Summit – October 24, 2025</p> <ul style="list-style-type: none"> • The Equity Summit will focus on the “Equity Plan in Action” • The featured speaker will be Dr. Eric Felix from the CCHALES Research Collective 	10 min	Julian
5	<p>The Student Journey</p> <ul style="list-style-type: none"> • Key questions: how do we further build a DEIAA-affirming culture here at Miramar? 		

	<ul style="list-style-type: none"> • Example: publications and documents in multiple languages • Julian & Carrasquillo both serve on Student Success Committee, which is closely examining multiple elements of the Student Journey. Please reach out to them with any questions or feedback. 		
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VIII. Reports & Updates

- Taskforces
 - Puente & Umoja WG
 - Puente – The workgroup’s work is almost finished, targeting a Fall 2026 implementation
 - [Umoja](#) – The workgroup has not yet met, its first meeting is September 12, 1-2pm
 - As a reminder, we don’t have to wait until Puente & Umoja are official to start embracing the concept of paired courses. What about Spring or Summer 2025?
 - We know that funding is uncertain, especially now, but the work will need to be done no matter what level of funding support exists
 - The work we do now can also improve the strength of our applications when we eventually do apply to the official Puente and Umoja programs.
 - Ethnic Studies
 - Curriculum
 - If there’s any chance you will want to offer an Ethnic Studies course (or any course) online, make sure it’s approved for “Distance Education” at the curriculum level
 - Carrasquillo suggested that we could add “Curriculum” to our agendas in alignment with the Committee Responsibilities (which include “leadership in the development of curriculum that addresses equity, ethnic studies, and social justice”)
- Events

- i. Koch – Will be presenting a Medical Spanish Workshop in celebration of Latinx Heritage month. Tentatively planned for Wednesday, October 8th from 2:30-4:30pm, room TBD.
- ii. Pacheco – Reported that he is currently working on a review of the District AV Technology Plan – Please reach out with any feedback or suggestions, especially if you have input that might help shape the Plan through an equity lens.
- iii. Hankinson – Student Affairs will be holding [Fall Club Rush](#) & Constitution Day Wednesday, September 17th, 12:00-2:00pm, Compass Point
- iv. Julian – LEAD will be compiling a comprehensive calendar for Latinx Heritage month; please send any event listings to their office for inclusion on the calendar

- Podcast
 - i. No updates

IX. Announcements & Other

X. Adjourn

- Adjourned by consensus, 12:37pm. Happy Labor Day weekend!