

## **Inclusion, Diversity, Equity, and Action (IDEA) Committee**

### **Charge**

The IDEA Committee is advisory to the Superintendent/President and is charged with making recommendations, educating, and informing the campus community about best practices and innovative methods to cultivate a safe, equitable, and inclusive environment at College of Marin (COM) for students and employees. This Committee will focus on initiatives rooted in social justice frameworks to build awareness, knowledge, and skills about issues of power, privilege, and oppression that affect the multiple identities at COM. These identities include, but are not limited to: race, national origin, religion, culture, socioeconomic status, disability, gender identity, sexual orientation, political beliefs, and/or ethnic background. It is also the responsibility of the IDEA Committee to consider significant College decisions and policies through the lens of inclusion and equity.

### **Responsibilities**

1. Review College plans through an equity and inclusion lens and research best practices and innovative methods for cultivating a safe, equitable and inclusive campus environment.
2. Review and recommend equity, diversity, and inclusion-related policies for the District.
3. Make recommendations to the Superintendent/President on equity, diversity, and inclusion throughout the district with regard to ongoing activities and future direction.
4. Educate and inform the college community on equity, diversity, and inclusion issues.
5. Establish appropriate timelines to complete tasks and make recommendations.

### **Composition – Appointed by the Superintendent/President**

- 2 faculty
- 2 classified staff
- 2 students
- 2 administrators
- Staff resource/advisors: Human Resources, District Police, Student Activities and Advocacy, Student Accessibility Services, Library
- The chair or co-chairs will be elected from the group.

### **Activities**

1. Review institutional plans with regard to equity, diversity, and inclusion, such as:
  - a. *The College of Marin Equity Plan*
  - b. *The College of Marin Equal Employment Opportunity Plan*
  - c. *The FLIT Report*
2. Collaborate with other COM committees and offices to support institutional plans with regard to equity, diversity, and inclusion
3. Collaborate with Bay Area organizations and partners where feasible within appropriated budget and where partnerships are agreed to by the Superintendent/President.

4. Coordinate education, awareness, and offer support to departments on issues of equity, diversity, and inclusion
  - a. Plan Events
    - i. Think Thursdays: Film & Discussion Series
    - ii. Speakers
    - iii. Workshops and periodic forums
    - iv. Presentations for
      1. Flex Week
      2. Classified Professional Development Day
      3. College Hour
      4. Department meetings
      5. New Faculty Orientation
      6. Classes
  - b. Establish conversation partners – support systems to process and explore on-going learning related to building equity-based practices in the classroom, in office settings, in the library, etc.
5. Coordinate campus safe space trainings concerning various identities and needs (ex. Undocumented student ally training) where not already the responsibility of an existing department.
  - a. Whether through creating in-house or by bringing in outside train-the-trainer type models, the IDEA committee would be able to coordinate a campus model for diversity, equity, inclusion, and dialogue that would be rolled out to the campus at-large.
  - b. Providing an overall model for diversity, equity, inclusion, and dialogue to benefit the campus by establishing common ground through which dialogues concerning power, privilege, and oppression would be housed within a shared vocabulary and a baseline understanding of complex ideas.
  - c. Examples of third-party train-the-trainers models employed by other campuses include VISIONS, Inc. or World of Difference (by the Anti-Defamation League).
  - d. Develop recommendations for on-going learning and practices in regard to diversity, equity, and inclusion.
6. Serve as collaborative and advisory resource to Human Resources, as requested, in promoting hiring practices & processes with regard to equity, diversity, and inclusion.
  - a. Evaluation and Promotion Approach
  - b. Multiple interviews with different platforms
    - i. Campus Tour by student ambassadors
    - ii. Lunch with COM employees not on the hiring committee
  - c. Advertisement Policies
  - d. Candidate Surveys
7. Advise on creating and facilitating campus safe and supportive spaces in times of stress or trauma, ensuring that appropriately trained professionals are consulted as needed
  - a. During periods of national or local trauma, students, staff, and faculty often need spaces of healing and dialogue to reestablish safety and support with

- community. It is in the spirit of these spaces that COM offers opportunities for community members to gather.
- b. Currently, these support spaces are ad hoc creations that happen through the dictates of either the President, Vice President, or Dean of Student Success and with the coordination of COM faculty and staff members. There is currently no mechanism in place to create them, other than relying on personal expertise of faculty and staff, and no mechanism in place to embed them in the fabric of the College of Marin's culture.
  - c. The IDEA committee would be consulted and engaged when such support spaces are needed. It will research best practices for such spaces and responses and develop a volunteer list of staff and faculty with appropriate expertise who can be called upon for related needs.
8. Review and advise on campus messaging concerning drafted statements when local, national, and international news occurs that affects the COM community
    - a. In times of local, national, and international crises, it is critically important for our campus to rally behind a shared message of affirmation and support. These messages traditionally come from the Office of the President but are in actually drafted through the consultation of campus stakeholders.
    - b. The IDEA committee would be able to provide immediate feedback to the Office of the President concerning campus attitudes, with particular attention toward administration, faculty, staff, and student representatives.
  9. Discuss and respond to data with regard to equity, diversity, and inclusion.
    - a. Review College plans for alignment with data provided by Planning, Research, and Institutional Effectiveness (PRIE).
    - b. Collaborate with PRIE to determine research needed to understand and evaluate the environment of the campus with regard to equity, diversity, and inclusion.