

# EvCC Equity and Social Justice Committee Bylaws

## Article I: Name

Everett Community College Equity and Social Justice Committee

## Article II: Purpose/Charge

### Section 1: Purpose Statement

The Equity and Social Justice Committee is a standing committee of Everett Community College's Campus Council which takes action on issues of equity and social justice at EvCC. The E&SJ Committee contributes to EvCC's Mission, Vision, and Core Values by making recommendations in support of the execution of the College's Strategic Plan. Using an antiracist framework, the purpose of the committee is to liaise with Campus Council and existing committees to analyze where EvCC can make improvements in serving disproportionately impacted students, faculty, and staff, including but not limited to those who are marginalized by race, financial hardship, prior academic experiences, or other historically underserved identities.

E&SJ will also aid in the required implementation of HB 5227, which includes the following:

1. Administering Campus Climate Assessments (repeat at least every five years)
2. Planning and Co-Facilitating Listening & Feedback Sessions (annually, beginning 2023)
3. Designing, Recommending, and Facilitating Professional Development and Training for Faculty, Staff, and Students
4. Facilitate Tracking of Participation in Professional Development and Reporting of Campus Climate Assessments and Listening & Feedback Sessions and Facilitate Reporting of Professional Development Participant Evaluations

## Article III: Equity-Mindedness

### Section 1: Equity-Mindedness as Governing Principle

[\*Charting a Path toward Equity: EvCC Strategic Plan 2022-2027\*](#) articulates EvCC's institutional commitment to close opportunity gaps that disproportionately impact BIPOC and other historically marginalized populations. The E&SJ Committee plays a critically important role in advancing the strategic plan by ensuring that equity-mindedness is evident in our inquiry process, decision-making, interactions, and reflections. As defined in the strategic plan, equity-mindedness "is a way of thinking that calls attention to patterns of inequities in student

outcomes, resulting in individual and institutional responsibility for advancing equity-achieving practices to impact success for all students.”

## Section 2: Equity-Mindedness as Practice

Prior to making proposals to Campus Council, the Equity and Social Justice Committee will review suggested proposals and identify how equity has been addressed within those. For issues being brought forward for input and information sharing based events, the focus is on communicating concepts to campus and constituency groups. This is an opportunity to review the primary concepts behind our equity-minded deliberations.

Because equity-mindedness demands both intentionality and accountability, the committee will use the following practice to ensure that all committee actions, policies and processes are assessed in terms of their potential impact on BIPOC and other historically marginalized populations. Drawing from EvCC’s 2021-2022 campus read, *From Equity Talk to Equity Walk*, the Equity and Social Justice Committee will explicitly discuss the following questions before taking any action on proposals which come before it:

- In what ways could this proposal disadvantage BIPOC and other historically marginalized students?
- Who by race and ethnicity is most likely to benefit from this proposal? Why?
- How did the architects of the proposal take racial equity into account?
- What evidence will be used to assess the impact of the proposal on BIPOC and other historically marginalized populations?
- In what ways is this proposal closing the completion and/or transfer gaps for historically underserved students?"

The Equity and Social Justice Committee will use the consensus model outlined in Article IV, Section 1 to ensure that these questions have been effectively addressed before moving the proposal forward for a final decision.

## Article IV: Membership

### Section 1: Membership and Voting

The Committee seeks to model diversity and inclusion in the composition of its membership and to bring together perspectives from across campus. Decisions of the committee will be made using a consensus based process through discussion and agreement of membership.

Drawing upon best practices in the field of Strategic Diversity Leadership (Williams, 2013), selection of the committee members shall be based on the following question: What tasks are the committee members responsible for and who within our community possesses the skills and experience needed to complete these tasks? From this question, the following criteria shall be used for member consideration:

- Demonstrated leadership and/or collaboration outside their own department
- Personal interest in the work and a desire to serve
- Knowledge about social justice or highly motivated to learn about it
- Willingness and ability to commit at least two hours a week to complete the work
- Brings different identities to the work

Voting members contribute to group consensus and shall consist of ([list of current members](#)):

- The Vice President of Diversity, Equity & Inclusion (co-chair)
- (2-5) Faculty Representatives from different Divisions
- (2-5) Staff Representatives from different Divisions
- (2-5) Exempt Representatives from different Divisions, at least one of which shall be a Dean or Associate Dean
- (1-2) Student Representatives

## Section 2: Terms of Service

- Two year terms, renewable for an additional two-year term
- Call out to new members in Spring with first meeting in Fall
- Requirement to attend opening meeting in fall and closing meeting in Spring
- In addition to VP DEI as standing co-chair, there will be a co-chair and co-chair elect voted on by committee for a one-two year term (need to represent two different groups -staff, faculty, student)

# Article V: Equity and Social Justice Committee Procedures

## Section 1: Annual Practices

- Committee membership will review our bylaws and communication practices.
- Ensure that HB 5227 requirements are met across the campus.

## Section 2: Meetings

- Meetings are held twice per month
- One meeting per term will be advertised and open to all members of the campus community

## Section 3: Chair Responsibilities

- The Committee Chair(s) will develop meeting agendas
- Reports to the Campus Council and meets with the Campus Council Chair and College President to facilitate communication and project work.

- Forwards recommendations to the Campus Council.
- Creates subcommittees as needed and assigns subcommittee members.
- Coordinates with Vice President of Instruction, Vice President of Human Resources, Director of Institutional Research, Marketing and Communications and others as needed to produce reports required by SBCTC and publish required content and data on College website.
- Reports to campus at large regarding Committee activities, decisions, and recommendations.
- Works with Campus Council to set quarterly and annual schedules as necessary.

## Article VI: Records and Reporting

### Section 1: Recordkeeping

Documents and materials created by the committee will be kept in the Equity and Social Justice Committee folder and shared with its members. Agenda folder will be shared on the Shared Governance website.

### Section 2: Reporting

The Equity and Social Justice Committee is committed to making our process transparent to college stakeholders.

Committee communications may consist of:

- Daily Digest posts
- Student 411 write-ups
- Canvas posts

Committee Chair communications may consist of:

- VP Leadership Team Share Out updates
- Report outs to Campus Council
- Information to include in Campus Council newsletters
- Leadership Team/Extended Leadership Team updates, as determined by the President
- Board of Trustees updates and presentations, as determined by the President
- Updates to campus via Trojan Talks, as determined by the President

## Article VII: Amendment and Revision of Bylaws

The bylaws should be reviewed once a year during a standing committee meeting as an official agenda item. Amendments can be proposed at any time and will be discussed and voted upon during standing committee meetings.