



# **Assessment Report**

Governance (Committee) - Standing Committee C

## Committee

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### **Purpose Statement**

The charge of Academic Senate's Committee C is to address 10+1 academic and professional matters related to diversity, equity, inclusion, and accessibility (DEIA)

### **Membership**

Mainou Her, Lisa Lorenzi, Luicia Tejeda, Russell McKeith, Chiara MacPherson, Johnny Fang, and Octavio Barajas.

# Governance (Committee) - Standing Committee C: Assessment Column Report

## Initiative

**Initiative Name:** Conduct business regularly  
**Initiative:** Committee C will conduct business meetings regularly throughout the academic year at least once a month and will also report to the academic senate on the progress and status of its initiatives, which mainly entails making DEIA recommendations to the academic senate. Committee C will participate in, review, and act on results of end-of-year District Governance Survey. Committee C will also maintain and regularly update its website and online presence.  
**Initiative Status:** Active  
**Academic Years:** 2024 - 2025  
**Start Date:** 10/02/2024

Result
<p><b>Result Date:</b> 05/09/2025 <b>Reporting Period:</b> 2024 - 2025 <b>Results:</b> Committee C was able to meet five times during the spring 2025 semester, advanced on its initiatives including finalizing its bylaws, and was able to gain access to an Nuventive account to fulfill the task of producing reports related to this ongoing initiative. <b>Report Type:</b> End-of-Year <b>Result:</b> Satisfactory <u><b>Actions</b></u> <u><b>Follow-Up</b></u></p>
<p><b>Result Date:</b> 02/05/2025 <b>Reporting Period:</b> 2024 - 2025 <b>Results:</b> Committee C scheduled three meetings for the fall semester and were able to advance their initiatives during those meetings including producing a draft of its bylaws. After waiting for four months, Committee C was able to obtain a Share Point site to upload meeting materials. <b>Report Type:</b> Mid-Year <b>Result:</b> Satisfactory <u><b>Actions</b></u> <u><b>Follow-Up</b></u></p>
<p><b>Result Date:</b> 10/02/2024 <b>Reporting Period:</b> 2024 - 2025 <b>Results:</b> The charge of committee c was reviewed and discussed. Meetings dates for the fall semester were established, and initiatives were discussed and agreed upon. <b>Report Type:</b> Beginning of Year <b>Result:</b> Satisfactory <u><b>Actions</b></u> <u><b>Follow-Up</b></u></p>

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## Initiative

**Initiative Name:** Obtain a Share Point Website

**Initiative:** The initiative focuses on a setting up the committee's infrastructure. In this case, it deals with seeking the support to create a Share Point website, so committee c can be in compliant with the Brown Act by having meeting materials available online in advance.

**Initiative Status:** Active

**Academic Years:** 2024 - 2025

**Start Date:** 10/02/2024

Result
<p><b>Result Date:</b> 05/09/2025</p> <p><b>Reporting Period:</b> 2024 - 2025</p> <p><b>Results:</b> A share point site has been created for Committee C and the chair of the committee has been granted editing privileges to upload meeting materials.</p> <p><b>Report Type:</b> End-of-Year</p> <p><b>Result:</b> Satisfactory</p> <p><u><b>Actions</b></u></p> <p><u><b>Follow-Up</b></u></p>
<p><b>Result Date:</b> 02/05/2025</p> <p><b>Reporting Period:</b> 2024 - 2025</p> <p><b>Results:</b> The Share Point site has not yet been created. A help ticket was produced during the fall semester and IT staff were contacted. Since Share Point is housed on an older server, the process will take longer than normal to create a site for committee c.</p> <p><b>Report Type:</b> Mid-Year</p> <p><b>Result:</b> Carried Forward</p> <p><u><b>Actions</b></u></p> <p><u><b>Follow-Up</b></u></p>
<p><b>Result Date:</b> 10/02/2024</p> <p><b>Reporting Period:</b> 2024 - 2025</p> <p><b>Results:</b> A help ticket was submitted requesting a Share Point site be created for committee c.</p> <p><b>Report Type:</b> Beginning of Year</p> <p><b>Result:</b> Carried Forward</p> <p><u><b>Actions</b></u></p> <p><u><b>Follow-Up</b></u></p>

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## Initiative

**Initiative Name:** Produce Committee C Bylaws  
**Initiative:** Committee C will create bylaws to help guide how business will be carried out. The Committee C taskforce recommendations will be used to produce the bylaws, and other resources will be sought and used to help support this process.  
**Initiative Status:** Active  
**Academic Years:** 2024 - 2025  
**Start Date:** 10/02/2024

Result
<p><b>Result Date:</b> 05/09/2025 <b>Reporting Period:</b> 2024 - 2025 <b>Results:</b> Committee members have agreed on its bylaws and will review them again after recruiting more members to the committee. <b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward <u><b>Actions</b></u> <u><b>Follow-Up</b></u></p>
<p><b>Result Date:</b> 02/05/2025 <b>Reporting Period:</b> 2024 - 2025 <b>Results:</b> A draft of the bylaws has been produced and awaits a final review by committee members. <b>Report Type:</b> Mid-Year <b>Result:</b> Carried Forward <u><b>Actions</b></u> <u><b>Follow-Up</b></u></p>

## Initiative

**Initiative Name:** Committee Recruitment Plan  
**Initiative:** An intentional DEIA recruitment effort must be devised and carried out to fill as many position as possible on this committee considering it can be comprised of a total of 20 members that includes both Senators and non-Senators.  
**Initiative Status:** Active  
**Academic Years:** 2024 - 2025  
**Start Date:** 10/02/2024

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Result
<p><b>Result Date:</b> 05/09/2025</p> <p><b>Reporting Period:</b> 2024 - 2025</p> <p><b>Results:</b> Recruitment efforts have been initiated. Two part-time faculty members and a COSAFA representative will have been appointed to the committee. Contact has been established with part-time faculty and Student Senate via their AS representative. Additional efforts will be made at the start of the fall 2025 semester to fill vacant positions.</p> <p><b>Report Type:</b> End-of-Year</p> <p><b>Result:</b> Carried Forward</p> <p><b><u>Actions</u></b></p> <p><b><u>Follow-Up</u></b></p>
<p><b>Result Date:</b> 02/05/2025</p> <p><b>Reporting Period:</b> 2024 - 2025</p> <p><b>Results:</b> Committee C will start moving on recruiting members to Committee C and will be emphasizing fair representation from the three campuses and from across the Divisions represented in academic senate.</p> <p><b>Report Type:</b> Mid-Year</p> <p><b>Result:</b> Needs Improvement</p> <p><b><u>Actions</u></b></p> <p><b><u>Follow-Up</u></b></p>

### Initiative

**Initiative Name:** Draft an AS Appointment Procedure

**Initiative:** Committee C will work on producing a faculty appointment procedure that can be used to appoint faculty members to district governance groups as opportunities arise through the course of the semester. The appointment procedure will be produced with DEIA principles and practices and presented to academic senate upon completion.

**Initiative Status:** Active

**Academic Years:** 2024 - 2025

**Start Date:** 03/05/2025

Result
<p><b>Result Date:</b> 05/09/2025</p> <p><b>Reporting Period:</b> 2024 - 2025</p> <p><b>Results:</b> Committee C has compiled and reviewed language in the academic senate constitution, bylaws, and Robert's Rules of Order relating to making appointments and pertinent DEIA resources to this task. This initiative will carry over, as there is pending work to complete to draft the procedure.</p> <p><b>Report Type:</b> End-of-Year</p> <p><b>Result:</b> Carried Forward</p> <p><b><u>Actions</u></b></p> <p><b><u>Follow-Up</u></b></p>

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