



Lake Tahoe Community College Diversity, Equity, and Inclusion Task Force

SUMMARY

The Lake Tahoe Community College (LTCC) Board of Trustees (Board) annually establishes goals for achieving the vision for the College and serving the broader community. While LTCC has a longstanding commitment to principles of diversity and inclusion, the [events that occurred](#) in the summer of 2020 prompted the LTCC Board to take a clear stance against institutional racism and systemic oppression. On June 9, 2020, the LTCC Board approved a [resolution](#) declaring a commitment to challenge and change systems that do not serve the campus community equitably; to improve recruitment and retention of diverse staff and faculty; and to ensure all aspects of instruction reflect a commitment to diversity, inclusion, and anti-racism. In working to fulfill this commitment, on [August 18, 2020](#), the Board approved the addition of an annual goal focused explicitly on diversity, equity, and inclusion. On [November 10, 2020](#), the Board codified the [2020-21 Goals](#), which included Goal #9 providing that LTCC will “serve as a leader in addressing issues of race and equity on campus and in the Lake Tahoe community.”

To support the advancement of Goal #9, Superintendent/President DeFranco has announced the creation of the LTCC Diversity, Equity, and Inclusion (DEI) Task Force. The DEI Task Force will identify, recommend, prioritize, and coordinate implementation of strategies that promote diversity and ensure equitable educational and professional opportunities for students, staff, faculty, and the community at large. In 2021, the DEI Task Force is charged with supporting implementation of strategies and achievement of outcomes identified in Goal #9 of the [2020-21 Goals](#); supporting LTCCs participation in the USC [California Community College Equity Leadership Alliance](#); facilitating the creation of a hate- and bias- incident reporting system; and coordinating with the [CCC Chancellor’s Office](#) and other statewide organizations, campus-based committees, and the President’s Office to identify, prioritize and move best practices into action. The DEI Task Force will lead LTCC in becoming an anti-racist, multicultural institution.

MEMBERSHIP

1. Co-Chairs. Superintendent/President DeFranco has appointed Laura Salinas, Director of Equity, and Laura Metune, Senior Director of Government Relations and Grant Development, to co-chair the DEI Task Force. Ms. Salinas brings expertise and historical perspective as a leader working with students, with faculty and staff across the campus, and in the broader South Lake Tahoe community. Ms. Salinas will ensure the Task Force’s efforts are coordinated with the ongoing work of the campus and the Office of Equity. Ms. Metune brings nearly two decades of expertise working at the state and federal levels on policies that advance social justice. As a member of the Senior Leadership Team, Ms. Metune will provide coordination between the Task Force and senior college administrators, as well as advocate to the CCC Chancellor’s Office and state and federal leaders for actions that advance LTCC’s work.

2. Membership. The DEI Task Force will include (up to) 9 additional individuals who represent a cross-section of campus stakeholders. This is a call for interested parties to express their willingness to participate. Members will be appointed by Superintendent/President DeFranco; selections will be based primarily upon the ability of individuals to work within their current positions at the college and advance strategies aligned to the overarching DEI goals. Members are expected to make a commitment to attend and actively participate in meetings, execute tasks, activities and projects, and make a multi-year commitment to the Task Force.

Individuals interested in serving on the LTCC DEI Task Force should express interest via email to president@ltcc.edu by Friday, January 29, 2021. The email should answer the following questions:

- a. Why are you interested in participating in the DEI Work Group?
- b. How do you see your current position with LTCC aligning to the strategies and outcomes identified in [LTCC 2020-21 Goal #9](#)?
- c. Can you commit to full participation in the DEI Task Force, including attending meetings and taking on additional research, follow-up, and project leadership responsibilities?
- d. What additional support would you need to fulfill the expected level of commitment?

MEETINGS

1. Monthly Task Force Meetings. The LTCC DEI Task Force will meet, at minimum, monthly. The meeting schedule will be developed by the co-chairs, in consultation with the Task Force members. In addition to attending meetings, members are expected to work on clear and targeted strategies that lead to concrete outcomes.
2. Quarterly Meetings with Superintendent/President. The LTCC DEI Task Force will meet with Superintendent/President DeFranco to provide updates on the progress of the Task Force in accomplishing activities and to share recommendations that would be appropriate for the Superintendent/President to move forward to Senior Leadership Team and the Board for review and approval. The meeting schedule will be developed by the Task Force co-chairs, in consultation with the President's Office.

ACTIVITIES

Initial activities of the LTCC DEI Task Force will include:

1. Support LTCC in achieving [Superintendent/President and Board of Trustees 2020-21 Goals](#) focused on race and equity.
 - a. Review Goal #9 and assess LTCC progress toward implementing strategies and achieving outcomes.

- b. Review the implementation of Name Coach and provide additional support for LTCC to achieve full implementation and usage of the tool.
 - c. Recommend specific actions necessary for advancing the strategies outlined in Goal #9.
 - d. Execute priority tasks, activities, and projects to implement strategies and achieve outcomes.
 2. Support LTCC participation in the [California Community College Equity Leadership Alliance](#).
 - a. Coordinate with [eConvening](#) teams to support campus training activities.
 - b. Collect recommendations from eConvening teams and report to the Superintendent/President regarding proposed campus-based next steps, including suggested prioritization of activities and actions based on impact and institutional capacity.
 - c. Support eConvening teams in expanding the reach of training activities, including through recording campus training videos and utilizing Canvas to share videos and relevant information with the campus community, and, where appropriate, coordinate activities to share information with the Lake Tahoe community.
 - d. Partner with Institutional Effectiveness to review the results from the National Assessment of Collegiate Campus Climate survey.
 3. Facilitate the establishment of a hate- and bias- incident reporting system.
 - a. Review models for incident reporting systems and make recommendations to the Superintendent/President for a system that would allow members of the campus community to report bias- and hate-related incidences and to support LTCC in providing services and resources to address issues and improve campus climate.
 - b. Upon approval of the Superintendent/President, develop an implementation plan and coordinate the execution of the plan.
 4. Monitor recommendations and directives from the [CCC Chancellor's Office](#) and other associations' efforts regarding diversity, equity and inclusion and make recommendations for LTCC-specific actions to the Superintendent/President.
 - a. Upon approval of recommendations by the Superintendent/President, the Task Force will coordinate and, where appropriate, execute efforts to implement recommendations.
 - b. Review and consider the sample [DEI Resolution](#) and make recommendations for an LTCC specific resolution that addresses the work LTCC is doing currently and plans to engage in moving forward.

- c. Review the CCC Board of Governors [Resolution](#) and resources for Diversity, Equity, and Inclusion Awareness Month and make recommendations for LTCC specific activities for April 2021.
5. Coordinate with diversity and equity focused committees currently operating on campus to delineate roles and responsibilities in implementing recommendations and regularly engage with student affinity groups, students, and the broader community to secure feedback.
 - a. Provide resources and support for LTCC committees (including, but not limited to the Equity Advisory Committee, the Equal Employment Opportunity Advisory Committee, and the Curriculum Committee), including reviewing and sharing recommendations and resources that support the ongoing work to ensure success for students from diverse backgrounds and advancing inclusive hiring and retention practices.
 - b. Convene cross-functional committee meetings to discuss roles and responsibilities in moving recommendations into action. This activity will include a [review of literature](#) on improving faculty, staff, and student diversity. It will also include the review and consideration of [recommendations](#) from the [CCC Chancellor's Office DEI Task Force](#) and other relevant organizations for improving hiring practices to support diversity, equity, and inclusion.
 - c. Regularly engage with the Student Senate, student affinity groups (including, but not limited to ALLY Club, Filipino Club, H.O.P.E, Umoja Club), students and community members to provide information and secure feedback.
 - d. Provide recommendations to the Superintendent/President regarding delineated roles and responsibilities for changes to support services and hiring practices.
 - e. Establish and publish a central repository for diversity, equity, and inclusion focused policies and practices adopted by governance committees on campus.
 - f. The DEI Task Force shall not engage on matters within the scope of contract negotiations.
6. Provide an annual update to Superintendent/President DeFranco, and other governance committees as requested, regarding LTCC progress toward advancing the goal of becoming an anti-racist, multicultural institution.
7. Recommend to the Superintendent/President additional priority strategies and outcomes to be considered for inclusion in the 2021-22 Goals.