

# Cañada College

## Committee for Student Equity Bylaws.

### **I. Mission**

Cañada College welcomes all students, cherishes their diversity, and supports them in achieving their personal, educational, and career goals in an environment of academic excellence. As part of this commitment, the Committee for Student Equity (CSE) will update the Cañada College Student Equity Plan in accordance with the California Code of Regulations Title 5, Section 54220, and will study, monitor, and make recommendations to appropriate college bodies regarding student equity issues and efforts.

### **II. About Student Equity and Student Equity Plans:**

A general definition of Student Equity is "parity in the achievement and success of all student populations." (see "Student Equity..." below) Equity also includes open access to college courses and programs for all members of our service area. The idea is that the student population of a college should be representative of the population of its service area, (the primary service area for the college is the southern portion of San Mateo County, Redwood City, East Palo Alto, Menlo Park, San Carlos, Atherton, Portola Valley, La Honda, Woodside, Half Moon Bay, and Pescadero), and that success for the various groups of that student population should be equitable. We may think of age, gender, ethnicity, national origin, language experience, disability status, military service, socio-economic status, sexual orientation and gender identity, or other relevant identities as we examine issues of equity at our college. Where there are discrepancies in outcomes among identifiable groups, the institution has the obligation to seek remedies for those discrepancies. Title 5 mandates that through their Student Equity Plans, California Community Colleges examine their processes and success in the areas of Access, Course Completion, Degree and Certificate Completion, ESL and Basic Skills Completion, and Transfer Rate. For definitions of Student Equity and a discussion of the importance of Student Equity Plans, see the 2010 paper adopted by the Academic Senate for California Community Colleges, "Student Equity: From Dialog and Access to Action." <<http://asccc.org/papers/student-equity-dialog-and-access-action>>

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### **III. Purpose of the Committee for Student Equity**

The Committee for Student Equity is advisory to appropriate college bodies regarding student equity issues and efforts. These bodies include the Instructional Planning Council, College Planning Council, Student Services Planning Council, Academic Senate Governing Council, Curriculum Committee, and the Associated Students of Cañada College. It is a joint committee of administration and faculty. The roles of the Committee for Student Equity include:

1. To create and update the current student equity plan in consultation with appropriate campus bodies and constituencies, in accordance with the California Code of Regulations Title 5, Section 54220 in the areas of access, course completion, basic skills and transfer.
2. To gather data on student equity in our college and community.
3. To make recommendations to college bodies and administration on matters pertaining to student equity.
4. To raise awareness of the value of diversity and the imperative of equity in our college communities.

## **IV. Organization of Committee for Student Equity**

### **1. Composition**

Committee Membership:

Administration representatives (2)

Student Services Representative

Faculty representatives (4)

Director of Planning, Research, Student Success

Classified Representatives (2)

Student Representatives (3)

### **2. Selection**

If membership is not determined by position, then the following shared governance bodies will determine membership:

Faculty members are selected by ASGC.

Classified members are selected by CSEA

Senate Student representatives are selected by the Associated Students of Cañada College (ASCC).

Student services representative will be chosen by SSPC.

### **3. Term**

Terms are dependent on position. Membership changes for positional assignments are dependent upon current staffing. For non-positional assignments i.e. faculty member, students and classified staff, terms are two academic years except for initial appointments and any mid-term replacements, which will result in staggered terms.

## **V. Meetings**

### **1. Rules of Procedure for Conduct of Meetings**

#### **A. Democratic Method:**

The Committee for Student Equity (CSE) makes decisions democratically by polling members to determine if general agreement has been reached, based upon the following levels of responses:

a. "I support the recommendation completely."

b. "I support the recommendation with reservations."

c. "I cannot support the recommendation."

#### **B. Quorum:**

A quorum must be present in order to approve an action. In the absence of a quorum, discussion may take place, but final action must be taken at a later meeting when a quorum is present. For this purpose a quorum is defined as 50% plus one (1) of the Council's members.

D. The Committee for Student Equity will meet twice a month.

### **2. Agendas**

#### **A. Distribution:**

Agenda packets will be distributed by the chairs in advance of meetings to committee membership and Cañada employees.

#### **B. Agenda Building:**

The Council for Student Equity Co-Chairs will be responsible for developing and approving agendas. Council members may request that an item be included on the agenda by contacting one

of the co-chairs. The Co-Chairs will review with Council all requests not approved for agendas. The Council may decide by consensus to include items on a future agenda not approved by the Council for Student Equity Co-Chairs. All agenda items will be given a time allotment as appropriate for the item.

**V. Bylaws Change**

1. Any member of the Council may propose a Bylaws change.
2. The Bylaws may be changed by the democratic method of the Committee of Student Equity with the approval of the Academic Senate and Administrative Representatives on the committee.