



Office of Equity and Inclusion
November 2019

President's Advisory Committee on Equity and Inclusion 2020-2025

Mission: Provides leadership to foster an inclusive, civil and respectful community that achieves equity for all and provide guidance to the president and the Senior Administrative Leadership Team.

Purpose:

1. Concentrate on the College's accountability and sustainability of its equity and inclusion efforts
 - a. Review and monitor existing master plan goals, objectives and metrics
 - b. Review best practices and College culture and develop, as needed, recommendations to submit to the president
 - c. Provide advice and consultation to the president on matters related to student completion
 - d. Serve as search committee advocates to advance equity in search protocols
 - e. Serve as a cadre of equity and inclusion facilitators
2. Foster enhanced levels of awareness, communication, and engagement related to equity and inclusion at the College and in concert with the community
 - a. Serve as Equity Ambassadors - model behaviors and practice skills that demonstrate a respect for differences and promote full inclusion
 - b. Serve as a conduit to communicate individual department and campus concerns, needs, and/or initiatives in the area of equity and inclusion
 - c. Play a leadership role in the annual Equity Summit and Equity Dialogue sessions
 - d. Develop, coordinate, attend and participate in two college-wide diversity events annually and engage in other equity and inclusion activities and discussions
 - e. Participate in 'Commitment to Service' through service opportunities that impact students within MC and in the community, such as Mobile Markets or mentoring (at least two hours each year of the term)

PACEI Structure:

- ◆ Executive Sponsor: Sharon Bland, Chief Equity and Inclusion Officer
- ◆ Chair: To be determined
- ◆ Coordinator: Jeanette Rojas, Equity and Inclusion Program Manager
- ◆ Members: up to 40
- ◆ Monthly meetings and additional meetings as may be necessary through June 2021
 - It is anticipated that the monthly meetings will last three hours in duration
 - PACEI will meet every other month beginning September 2021
- ◆ Leadership team, with membership to be determined

- ◆ Subcommittees will be based on the five Equity and Inclusion goals, plus a subcommittee focused on student engagement, and the disability inclusion subcommittee's term end June 2020
- ◆ Senior vice president liaisons will continue working with PACEI. There may be additional committee members who serve as resource members for designated high impact units.
- ◆ For committee members, the time commitment is up to 8 hours (including monthly meetings) per month
- ◆ For committee chairs, the time commitment is about 13 hours (including monthly meetings) per month
- ◆ A cloud-based collaboration platform will be used for document storage and communication within and between committee and subcommittee meetings to provide transparency and progress within PACEI

Meetings and Commitment:

- ◆ Monthly meetings through June 2021 and additional meetings as may be necessary
- ◆ Beginning July 2021, the committee will meet every other month
 - Subcommittees will meet the alternate month
 - Subcommittee meetings may be held by conference call or virtual video tools
 - Participation is a commitment, as such, if you cannot attend a meeting, it is imperative that you contact the chair
 - Missing two consecutive meetings (without a legitimate excuse) and lack of communication between subcommittee members and the liaison will constitute separation from PACEI and reapplication will be required in the next term, if a member chooses to do so.

Term limits:

The first term for each member will start February 2020 and last until June 2022. Each term will be two years, renewable for two additional terms. The subsequent terms will be July 2022 through June 2024; and then July 2024 through June 2026.

Draft Timeline for Spring 2020 Implementation:

Outreach for PACEI applications:	November/December 2019
Application deadline for PACEI members	December 20, 2019
Application deadline for PACEI 2020 applications:	January 10, 2020
PACEI members notified:	January 24, 2020
First PACEI meeting:	February 2020

Membership Criteria:

Each campus will have at least seven representatives, with the following categories of people:

- ◆ Campuses including WD&CE
 - 2 Student representatives
 - 2 Faculty representatives

- 2 Staff/Administrator representatives
- 1 Department Chair
- ♦ Central Services
 - 1 Administrator representative
 - 2 Staff representatives

Recommendations for PACEI members will be provided by each vice president and provost and the four governance campus councils to the Office of Equity and Inclusion. Each VPP and campus council will be asked to recommend up to 12 people across the four categories. Student recommendations can be made by VPPs, student council, and the three student senates. The president and senior vice presidents may recommend up to two members each. All staff of the Office of Equity and Inclusion will be members of the committee. The Office of Equity and Inclusion will review and recommend PACEI members to the president, who will appoint up to 40 members. The chair for PACEI and subcommittee chairs will be selected from the members who are appointed.

Criteria for selection:

Current PACEI members in good standing will be able to express their interest in continuing to work with PACEI. Current members should send an email with their completed application to PACEI@montgomerycollege.edu by December 20, 2019.

New Members

Recommended new members should be full-time or part-time employees who have demonstrated a level of commitment to equity and inclusion through already participating in diversity-related events, equitable and inclusive initiatives, hiring practices, teaching and/or projects, or through demonstrating high-level student outcomes. Candidates who have a high level of commitment to social justice, civility, integrity, and ability to be comfortable with being uncomfortable are recommended.

Statement of Interest

If you are interested in being considered for membership on the President's Advisory Committee on Equity and Inclusion 2020-2025, please complete this form and e-mail to:

PACEI@montgomerycollege.edu. Applications should be submitted by January 27, 2020.

Name: _____

E-mail/Phone: _____

Job title: _____

Department/Unit:

Campus location:

Are you a Governance Council member? _____ Yes _____ No

If so, which Council? _____

Why are you interested in serving on PACEI?

What special skills/training do you have that would enable you to contribute uniquely to the Committee's work?

Which of the following equity and inclusion goals interests you and why?

1. Improve persistence, retention, and completion/graduation/transfer of all students, particularly African-American male and Latinx students.
2. Improve employee recruitment, hiring, on-boarding, development, and training procedures and practices to attract and retain a diverse workforce that includes leaders, managers, and faculty reflective of the diversity of the College's students.
3. Foster college culture of equity, inclusion, civility, accessibility, kindness, trust, and respect for human dignity through targeted programs, activities, and educational opportunities.
4. Integrate relevant and equitable multicultural teaching practices that infuse international/multicultural awareness into the educational experience, classrooms, and curriculum.
5. Support diversity and inclusion in our staff, students, community, and business populations. Provide increased opportunities for the College's communities to foster equity and economic empowerment.