Attendees:
MSC – Elaine Burns, Marilyn Brodie
FACULTY – Joseph King, Gary Ledesma
CLASSIFIED – Lisa Brillon, Maria Avalos
STUDENT –
DO REP – Sam Ho (non-voting member)

I. Approval of Agenda

II. Discussion / Action

a. Self-Evaluation – Strategic planning committee is asking for each of the standing committees to self-evaluate their standing committee. If goals and performances are being met; the committee is asking to review charges before completing self-evaluation form. The charges and self-evaluation will be emailed to committee members who will then submit to chair.

b. Cultural Pre-Commencement – proposing that DAC allow request for funds from cultural pre-commencement celebrations. Such as, AICHE, IMANI, La Raza, APA. A maximum dollar amount will be issued pending on available funds.

i. Marilyn Brodie Motion: To allow not only cultural/heritage diversity months but cultural pre-commencement celebrations.

Motioned passed

c. Campus Events – A calendar of events needs to be created so that the campus community is aware of the Cultural events that are coming. Planning ahead will allow more time for announcements and email blasts to students. Need to encourage groups to plan ahead. Suggested by Dr. Burns an email sent out to the representatives of each cultural / heritage chairperson(s). Also suggested by Sam Ho we have a Unity Day Celebration to celebrate all cultures. Possibly in the end of October. Will need to discuss more on event.
d. **Staff Development** – start planning on doing diversity training for PDD. Suggestions for PDD can be a breakout session in one of the workshops; suggested topics can be cultural understanding or cultural communication. More discussion needed if we should submit workshop for PDD.

e. **Diversity Newsletter** – three sample newsletters were handed out to review. Dr. Burns suggested we start the newsletter again about the events happening on campus. With limited staff suggested we do a newsletter online once a semester.

f. **Other** – An expenditure request was submitted by Asian Pacific American Association has requested $161.25 for Asian Pacific Heritage Month events in May.

   Committee Approved to fund $161.25