



Charter for Guided Pathways Equity and Anti-Racism in Course Design

[Fall 2021]

This Charter is established between the Guided Pathways Equity and Anti-Racism in Course Design and to structure the process and planned outcomes included herein during the 2021-2022 academic year.

Purpose

The Guided Pathways Equity and Anti-Racism in Course Design Project Team seeks to identify, develop and integrate equity-informed tools for course creation. This includes:

- Recognizing value added by diversity
- Needing to close identified equity gaps in the classroom
- Needing to meaningfully engage in anti-racist course design and integrate those designs into the Guided Pathways
- Infusing equity and anti-racism in teaching practices
- Prioritizing equitable practices in the classroom
- Increasing sense of belonging and community among Norco College students
- Cultivating a culture of equity-minded and anti-racist instructional practices

Charge

The Guided Pathways Equity Project Team was created in Fall 2021 in response to the need for Norco College to infuse equity-minded best practices into Focused on the creation of discipline specific canvas course shells with tools to engage anti-racist course design and the expansion of online resources in support of institutional equity goals.

The Project Team's efforts are in alignment with Norco College's EMP goals:

EMP Alignment

Goal 2: (Success) *Implement Guided Pathways framework.*

Goal 3: (Equity) *Close all student equity gaps.*

Goal 4: (Professional Development) *Implement Professional Development around Guided Pathways and equity framework; foster a culture of ongoing improvement.*

The Project Team commits to supporting faculty in their efforts to:

- Infuse courses with equity-minded practices
- Be intentional with implementing anti-racist course design
- Develop equity-minded students through instructional practices
- Adopt the Guided Pathways framework
- Engage/solicit feedback from stakeholders on best approaches to engage in this project
- Assess their own practices

Guiding Principles and Assumptions

The Guided Pathways Equity and Anti-Racism in Course Design Project Team recognizes the need for Norco College to intentionally adopt anti-racist practices across all areas of the college. The Project Team will focus its efforts on infusing anti-racist and equity-minded practices in course design in order to move the college closer to that goal. The Team adopts the following guiding principles:

- Norco College is committed to infusing anti-racist best practices in all areas of the college community.
- The Project Team will use the Norco College Equity Plan as a way to define equity and identify existing gaps.
- The Project Team's efforts will be in alignment with the Norco College EMP (Goal 2: Success – Implement Guided Pathways framework, Goal 3: Equity – Close all student equity gaps, Goal 4: Professional Development, Implement Professional Development around Guided Pathways and equity framework; foster a culture of ongoing improvement.)
- Norco College is committed to infusing the Guided Pathways framework in course design.

Guided Pathways Equity OER Scope & Expected Deliverables

The Project Team will work to complete the following deliverables which are aligned with the Team's Charge and its Purpose as a work group:

- The Project Team will research existing OER resources to understand current needs and gaps in the use of anti-racist curriculum design.
- The Project Team will examine and consult existing models, such as the Long Beach City College Cultural Curriculum Audit, to inform its work.
- The Project Team will create a step-by-step guide for course redesign which adopts a racial equity lens.
- The Project Team will create a canvas shell to serve as a resource repository and example of a course designed for racial equity.
- The Project Team will host a redesign camp for faculty where faculty can implement racial equity course design and utilize curated racial equity resources.
- The Project Team will collaborate with assessment teams in order to provide faculty with an tool to determine efficacy of adopted strategies.

Membership

The Project Team will have Co-Leads. Membership is open to all stakeholders who are interested in providing their expertise and perspectives to the efforts of the Project Team.

In early Fall, the project team co-leads will put a call-out for membership and work to ensure all the college's constituent groups are represented in the membership. The recommended membership of 8-10 members should include:

- 3-4 faculty
- 2 classified professionals
- 1-2 managers
- 1-2 students

Meeting Time/Pattern

The Project Team meets on Thursdays at 10am but this time and frequency will be updated based on needs of the team, progress on charges of the team, and availability of its membership.

Roles of Leads and Members

The Chair/Co-Chair(s) are accountable to the Guided Pathways Workgroup. Co-leads are responsible for preparing agenda and facilitating meetings of the Guided Pathways Equity Project Team based on best practices and guidelines for effective facilitation.

Members are recognized as stakeholders with important expertise and perspectives relevant to the strategic charge of the Guided Pathways Equity Project Team that can help to achieve the charter deliverables. Members are expected to actively attend and participate in all meetings, deliberations, and decision-making processes of the Project Team. While representing the perspectives of the constituency group to which they belong members are expected to engage in effective dialogue with Project Team peers with the intention of finding consensus on all issues that come before the Team.

Meeting Procedures and Expectations

The Chair(s), and members of this governance entity will adhere to meeting and governance best practices as follows:

Meeting agendas are issued in advance of meeting times. Meeting agendas are organized to achieve milestones established in the charter and prioritize actions pending, actions required, and problem solving to move the work of the group forward. Either minutes or notes are taken to record the groups progress OR a final summary report is to be submitted/posted.

Members endeavor to:

- appropriately prepare for meetings based on the meeting agenda.
- arrive promptly and stay for the duration of entire meetings.
- participate in a problem-solving approach where the interests of all participants are considered in developing proposals and recommendations and, where appropriate, distinguish between constituency versus college-wide perspectives.
- welcome all ideas, interests and objectives that are within the scope of the charter.
- actively listen to engage in respectful and constructive dialogue.
- work with a spirit of cooperation and compromise leading to authentic collaboration.
- move forward once a consensus-based decision has been made.
- continue to progress with the members who are present at each meeting.
- follow through on tasks that are committed to outside of scheduled meetings.