



Charter for LGBTQ+ Advocates Committee

Spring 2022-Spring 2023

This Charter is established between the LGBTQ+ Advocates and the Academic Senate to structure the process and planned outcomes included herein through the 2022-2023 academic year.

Guiding Principles and Assumptions

The LGBTQ+ Advocates guiding principles and assumptions recognizes that an institution that promotes a campus climate immersed in making visible its LGBTQ+ students, classified professionals, faculty, administrators, and community members is uplifting and affirming in its support of equitable considerations toward members of the LGBTQ+ community.

The LGBTQ+ Advocates follows that the campus climate will benefit from:

- Increased LGBTQ+ representation
- Addressing LGBTQ+ concerns directly and immediately
- Celebration and honoring of notable LGBTQ+ persons, events, and advocacy organizations
- Inclusion of LGBTQ+ representatives in decision-making and governance
- Ensure and enhancing diversity in hiring practices
- Considerate policies and procedures that do not result in disadvantages and/or discrimination toward LGBTQ+ people
- Committee determinations based on the unique needs of the LGBTQ+ population
- Coordinated efforts in Outreach to identify Norco College as a welcoming institution for LGBTQ+ students
- Better institutional data collection and/or self-reporting benchmark information for decision-making
- The LGBTQ+ Advocates being the primary group for LGBTQ+ related needs, questions, and considerations.

The following Accreditation Standards guides the discussions of the LGBTQ+ Advocates Committee:

- Standard II.C.1: The institution regularly evaluates the quality of student support services and demonstrates that these services, regardless of location or means of delivery, including distance education and correspondence education, support student learning, and enhance accomplishment of the mission of the institution.
- Standard II.C.2: The institution identifies and assesses learning support outcomes for its student population and provides appropriate student support services and programs to achieve those outcomes. The institution uses assessment data to continuously improve student support programs and services.
- Standard II.C.3: The institution assures equitable access to all of its students by providing appropriate, comprehensive, and reliable services to students regardless of service location or delivery method.

Scope & Expected Deliverables

The LGBTQ+ Advocates Committee has assigned subcommittees charged with varying levels of responsibilities. These subcommittees identify, determine, and develop processes associated with their charge which are then provided to the committee's full body for discussion, review, and decisions.

The LGBTQ+ Advocates Committee will provide the Academic Senate an executive summary in the Spring of achieved deliverables and, where necessary, provide rationale and reasoning behind its inability to do so. The LGBTQ+ Advocates are a standing committee of the Academic Senate and are subject to the Brown Act and will keep/post agendas and minutes accordingly.

Specific deliverables are:

1. Expand the Speaker Series event at Norco
2. Evaluate and update ALLY
 - a. Provide ALLY trainings
 - b. Create and upkeep public ALLY database
 - c. Develop ALLY outreach and offerings to student populations
3. Assess resources and support services via the Campus Pride Index

Equity

The LGBTQ+ Advocates Committee is committed to gender identity, gender expressionism, sexual orientation, race and ethnicity, and intersectionality internally via its work environment and externally through resources, services, and events it provides.

Purpose

The LGBTQ+ Advocates Committee is a standing committee of the Academic Senate. The purpose of the committee is to support, defend, and serve as an advocate for LGBTQ+ students, faculty, and classified professionals. This committee is responsible for making recommendations on academics, supportive measures, and training related to intersectionality (sexual orientation, gender identity, sex, race, ethnicity, etc.), LGBTQ+ campus climate, student success, and retention. Members of the committee serve as points of contact on LGBTQ+ issues and make recommendations to the Senate.

Charge

The LGBTQ+ Advocates Committee is primarily responsible for assessing and coordinating the following Educational Master Planning goal and corresponding objectives:

Goal 3 (Equity) Close All Equity Gaps

- **Objective 3.4:** Reduce the equity gap for LGBTQ+ students by 40%

Roles of Chairs and Members

Role of Co-Chairs:

- Co-Chairs are accountable to the Academic Senate to ensure continuity of dialogue between governance tiers.
- Co-Chairs are responsible for achieving the SPGM target
- Co-Chairs are responsible for preparing the meeting's Agenda, taking Minutes of regular meetings, facilitating the meeting based on best practices and guidelines for effective facilitation, maintain attendance via active participation for the committee, and storing Agendas and Minutes for the committee on their committee page.

Role of Members:

- Members are stakeholders with important expertise and perspectives relevant to the strategic charge of the LGBTQ+ Advocates that can help to achieve the LGBTQ+ Advocates charter deliverables (and relevant strategic charge).
- Members are expected to attend and actively participate in all meetings, deliberations, and decision-making processes of the committee.
- While representing the perspectives of the constituency group to which they belong, members are expected to engage in effective dialogue with LGBTQ+ Advocates peers, with the intention of finding consensus on all issues that come before the committee.
- Members are expected to serve on at least one sub-committee within the LGBTQ+ Advocates.

All membership:

- Members are expected to serve as points of contact for dialogue surrounding the LGBTQ+ community.
- Members are expected to seek out and foster relationships with constituent groups.
- Any member is able to lead a subcommittee.

Membership

The LGBTQ+ Advocates Committee will ideally be comprised of faculty, classified professionals, and student members who are representatives of their respective constituency groups with membership being decided by majority consensus of the committee. Membership to the committee needs to be sustained by missing no more than 2 meetings within a given semester.

An example of the membership might include the following individuals:

- 1 Faculty Co-Chair
- 1 Faculty Co-Chair
- 1 Administrative Member: Dean overseeing the Unity Zone.
- 8 Faculty Committee Members: At least 1 faculty member from each department and/or school. One of the faculty should represent CTE programs and one faculty should be a counselor.
- 4 Classified Professional Members: At least 1 classified professional with experience in student support services.
- 2 Student Committee Members: At least one student member from the student club, PRISM.

All members are voting members.

Meeting Time/Pattern

The LGBTQ+ Advocates Committee meets on the second Tuesday of every month from 1-2:30 pm during the Fall and Spring semesters. Contact the Chair/Co-Chair(s) or designated facilitator to place an item on a future agenda.

In Fall 2022, the LGBTQ+ Advocates Committee will meet on the second Tuesday of every month from 12:50-1:50 PM and when the second Tuesday in a given month is not available, the committee will meet on the fourth Tuesday of that month from 12:50-1:50 pm

Meeting Procedures and Expectations

The Chairs, and members of this governance entity will adhere to meeting and governance best practices as follows:

- Meeting agendas are issued at least 72 hours in advance of meeting times.
- Agenda items are sent to the Co-Chairs prior to 4:00 pm on the Thursday before a scheduled meeting.
- 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.
- Minutes are taken and posted online to record the group's progress.

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.