THE JOURNEY:
Creating an Office of Equity and Inclusion

PRESENTED AT:
AAC&U Diversity, Equity, and Student Success Conference

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Chief Equity and Inclusion Officer
Office of the President
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LISTENING

Getting to Know the College Community

Listening Tour: June-October 2017
Over 600 Employee Participants (each shift, each campus)
Department Manager meetings: Spring 2018

“Pizza for Your Thoughts”
September-November 2017
670 Student Participants
Student Group meetings 2018-19

Equity and Inclusion Surveys
October 2017; November 2018
Over 1600 Employee Participants
The President’s Advisory Committee on Equity and Inclusion (PACEI):

The Mission
To provide leadership to create an inclusive, civil, and respectful community that achieves equity for all.

The Vision
Under the leadership of the Office of Equity and Inclusion in the Office of the President, and the President’s Advisory Committee, equity and inclusion will be an integral part of every academic discipline, administrative unit, and partnerships, and will become commonplace in our practices and policies. The Master Plan on Equity and Inclusion will provide recommendations that give voice to Montgomery College 2020 themes and the MC mission and values that affirm equity, inclusion, and diversity as core institutional principles.
The Charge

The charge of the Office of Equity and Inclusion is to build a program that addresses 10 critical areas of work:

1. Student Access, Inclusion, and Equity around the Student Completion Agenda
2. Climate and Culture Assessment, Responsiveness, and Action
3. Planning, Benchmarking, and Best Practices
4. Staffing Resourcing and Succession Planning
5. Recruitment and Hiring
6. Promotion and Retention of Employees
7. Faculty Teaching, Research, and Curriculum
8. Diversity, Equity and Inclusion Programming, and Policies
9. External Community Engagement, Collaboration, and Linkages
PACEI is convened by the Chief Equity and Inclusion Office. The CEIO serves as one of ten members of the President’s Senior Administrative Leadership Team (SALT) and is responsible for:

1. Advancing the College’s mission and goals related to equity, inclusion, diversity, civil/human rights, and social justice;

2. Overseeing the development and execution of Equity & Inclusion policies, programs and learning initiatives;

3. Developing an institutional research framework for assessing Equity & Inclusion and campus culture;

4. Monitoring and supporting the success of programs for all underserved student groups;
5. Serving as peer mentor and College resource for best practices for outreach to underserved and diverse communities and for recruitment, retention and success of underserved employees and students;

6. Serving as the College’s spokesperson for issues related to diversity, equity, inclusion, and social justice;

7. Overseeing the coordination of equity/diversity-oriented programs;

8. Developing and monitoring a Master Plan for Equity & Inclusion including providing leadership, counsel, information, and advocacy for all divisions and aspects of MC to increase equity and inclusion and to insure educational, business, partner and employment equity.
Who comprises PACEI?

50 committee members
• Selected and/or appointed employees, through an application process, from all levels of the College; meets monthly to develop a Master Plan for E&I and provide ongoing recommendations to the President and SALT

8 sub-committees
• Student Experience and College Culture
• Business Practices and Procurement
• Faculty, Teaching, and Curriculum
• Human Resources/Recruiting, Hiring, Retention, Succession Planning
• Nationwide Peer Institution Best Practices/Assessment and Evaluation/Resources
• Reports and Communications
• Training, Dialogue, Events, and Celebrations
• Workforce Development and Community Engagement
IMPLEMENTING
Making PACEI Work

Monthly meetings including professional development for the committee on courageous conversations, strategic planning, unconscious/implicit bias, mastering civility, white privilege, racial equity, interrupting micro-aggression, inclusive excellence.

PACEI listens and reviews the annual ombuds report, employee engagement, ethics and equity and inclusion surveys and in its first year made over 40 recommendations based upon immediate actionable items, including:

- Broadening recruiting outreach to immigrant and minority communities including, Hispanic, African-American, Asian, people with disabilities, LGBTQIA+, and women in STEM through advertising positions in targeted publications, post in relevant social media groups, attend relevant events/conferences with current employee “ambassadors,” and delete restrictive references to visas.
- Adopting and disseminating Civility Norms collegewide to promote discussion.
- Updating new student and employee onboarding processes to include welcome video with Equity and Inclusion focus by Dr. Pollard and promoting collegewide #youarewelcomehere campaign.
- Creating communications plan for employees and students to disseminate critical, centralized information regarding discrimination, abuse, bias concern reporting, and conflict resolution resources.
FORGING AHEAD: FY19

✓ Website Launch: September 2018

✓ Civility Norms/E&I Dialogue and Peer Mentoring Sessions at Governance Councils; Deans and Chairs meetings; Department meetings: September 2018-June 2019

✓ Equity and Inclusion Fall Newsletter: October/November 2018

✓ Equity and Inclusion Survey: November 2018

✓ “Let’s Talk” Facebook Live Series: February 2018–May 2019

✓ Student Governance and Focus Groups: October 2018–April 2019

  • Equity and Inclusion Spring Newsletter: April 2019

  • Inaugural Equity Awards to be presented to student and employee winners at Equity Summit and Spring Closing Meeting in May 2019

  • Inaugural Equity Summit: April 2019

  • Second set of PACEI recommendations: May–June 2019

  • First draft of E&I Master Work Plan: August/September 2019
Civility Norms

“We believe the culture of civility begins with each of us.”

PACEI Leadership Team

We aspire to be welcoming, equitable, inclusive, and culturally competent.

We are polite in our interactions by:
greeting and acknowledging others; saying please and thank you;
respecting others’ time, space, and individuality; being direct, sensitive,
and honest.

We listen for common ground.

We treat each other with respect by:
welcoming feedback with an open mind and giving others the benefit of
the doubt; acknowledging the contributions of others and recognizing
successes; acknowledging the impact of our behavior on others with
a caring heart.

We address incivility in a polite, courteous, and responsible manner.

— Inspired by Mastering Civility by Christine Porath

For more information, contact Sharon Bland, Chief Equity and Inclusion Officer, sharon.bland@montgomerycollege.edu
Thank you!