



Charter for Racial Justice Taskforce: Celebration Project Team

July 2021

This Charter is established between the Racial Justice Taskforce: Celebration Project Team and the Student Support Council to structure the process and planned outcomes included herein during the 2021-2022 academic year.

Purpose

Engaging and celebrating Black and African American culture from onboarding through Graduation with students, employees and the community. Work to make the campus more welcoming and inclusive for Black/ AA students through events, outreach and creating a visual presence.

Charge

Engage and celebrate Black/ AA culture through events, outreach and creating a visual presence that includes collaborations with other entities on campus.

- Norco College encourages self-empowerment and is dedicated to transforming the lives of our students, employees, and community.
- Mutual Respect: Belief in the personal dignity and full potential of every individual and in fostering positive human values in the classroom and in all interactions.
- Collegiality: Being a supportive community that is distinctive in its civility, where the views of each individual are respected, humor and enjoyment of work are encouraged, and success is celebrated.
- Inclusiveness: Embracing diversity in all its forms — global as well as local — and creating a supportive climate that encourages a variety of perspectives and opinions.

Guiding Principles and Assumptions

Guiding principles stem from the RJTF accomplishments in 20/21, collaborative efforts of the RJTF 2021 summer planning workgroup, and our refined commitment for 21/22.

University of Arizona's Campus Racial Climate Model:

Behavior Dimension

- a. Social Interaction Across Race/Ethnicity

Scope & Expected Deliverables

- More intentional working with DEI to collaborate on the college events the college offers throughout the year that celebrate Black/ AA culture.
 - Juneteenth
 - Black History Month
 - MLK Birthday
 - Etc.
- Continue to work with NC Library to ensure that the collection supports anti-racism and pro-Blackness.
 - Ensure access and advertise the Lifting Black Voices LibGuide on the website and on campus.
 - Start Book Club- Collaborate with Umoja/ Read to Succeed/ Library
- Display **positive, inclusive** and **celebrative** visuals such as murals and messages on campus and college website.
 - Student artwork added to the Corral.
 - Collaborate with Student Life/ Art Club/ Umoja to create and post positive, inclusive and celebrative Black/ AA culture visual posters around campus.
- Maintain the Cultural Events webpage. (year-round)

Membership

In early fall, the project team will place a call for membership and select members to represent all the college's constituent groups. Project team members must complete at least one or more CORA courses made available by Norco College.

The recommended membership of 8-10 should include:

- 2-3 Faculty
- 2-3 Managers
- 2 Classified Professionals/Confidential
- 2 Students

Meeting Time/Pattern

The project team will meet the first and third Friday during the fall and spring semesters. The first Friday meetings will be held from 1:00 – 2:00 pm and the third Friday will be held from 1:00

Meeting Time/Pattern

to 2:30 pm. Project team members are encouraged to attend the RJTF meetings on the first Friday during the fall and spring semesters from 2:00 to 3:00 pm.

Roles of Chairs and Members

The Project Team Leader(s) are accountable to the Racial Justice Taskforce to ensure continuity of dialogue between governance tiers. Project Team Leaders are responsible for preparing agenda and facilitating meetings of the RJT Celebration 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 RJT Celebration Project Team that can help to achieve the RJT Celebration Project Team charter deliverables (relevant strategic charge). Members are expected to actively attend and participate in all meetings, deliberations, and decision-making processes of the RJT Celebration Project Team]. While representing the perspectives of the constituency group to which they belong members are expected to engage in effective dialogue with RJT Celebration Project Team peers with the intention of finding consensus on all issues that come before the RJT Celebration Project Team.

Project Team Leader(s) will provide updates on progress of the RJT Celebration Project Team scope and deliverables during monthly Racial Justice Taskforce meetings as needed.

Meeting Procedures and Expectations

Project Team Leader (s) , and members of the RJT Celebration Project Team 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.



Classroom & Campus Experience Project Team (CCE Project Team)
of the
Racial Justice Taskforce: Fostering a Pro-Black Culture

August 2021

This Charter is established between the *Racial Justice Taskforce: Fostering a Pro-Black Culture* and Classroom and Campus Experience Project Team to structure the process and planned outcomes included herein during the 2021-2022 academic year.

Purpose

Project Team Purpose

With a focus on advocating for and fostering a Pro-Black culture at Norco College, **specifically within the classrooms and on the campus:**

- Inward assessment to examine where and how systemic racism is affecting our Black/AA students and employees
- Audit classroom climate and create action plan to create inclusive classrooms and anti-racism curriculum (Call to Action)
- Identify how systemic anti-Black racism manifests itself within all levels of our institutional environment and develop and implement action plans to eliminate anti-Blackness in our classrooms.
- Support and promote ongoing commitment to professional education around anti-racist pedagogies and student support as well as restorative justice for our Black/AA students and colleagues

~~1. Classroom and Campus experiences — Courtney, Lisa~~

- ~~a. Provide intentional and personal outreach and support for Black/AA students, as well as mentoring~~
- ~~b. Culture ("Call In") of identifying individual and college shortcomings for positive growth.~~
- ~~c. Extend Umoja success and practices to the campus.~~
- ~~d. Culturally responsive curriculum across more disciplines.~~

Charge

The Norco College Racial Justice Taskforce was created in the summer of 2020 in response to the tipping point in our history of the killing of George Floyd and many others, in light of the Black Lives Matter movement, and the California State Chancellor's Call to Action. We are committed to inclusivity and creating a college environment by where our diverse group of students and employees we proudly serve are supported and thrive. The RJTF's continued focus and advocacy is on Black/AA students and employees. We adopted the [10-Point plan for addressing Anti-Blackness](#) and over this last year developed a set of recommendations.

The Classroom and Campus Experiences Project Team was established in order to facilitate the RJTF goals within specific areas.

EMP Alignment

Goal 1: ~~(Access) Expand college access by increasing both headcount and FTES.~~

Objective 1.3: ~~Expand enrollment with strategic groups (operational group to lead implementation)~~

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

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

Objective 3.1: Reduce equity gap for AA students by 40% (operational group to lead implementation)

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

Goal 9: (Workplace/Employees) Expand workforce to support comprehensive college and develop/sustain excellent workplace culture.

Objective 9.2: Develop systems and provide resources to preserve and foster a positive workplace culture for all constituent groups including full-time faculty, part-time faculty, classified professionals, student workers, and managers (support role aligned with DEI Committee lead)

Guiding Principles and Assumptions

Guiding principles stem from the RJTF accomplishments in 20/21, collaborative efforts of the RJTF 2021 summer planning workgroup, and our refined commitment for 21/22.

- A. We assessed our college's policies and practices in the classroom, student services and support, and student life
- B. We intentionally lifted Black/AA voices around these areas
- C. We made specific recommendations based on student feedback and our research
- D. We aligned these to the University of Arizona's Campus Racial Climate Model to guide the creation of actions plans to implement the recommendations
- E. The principles within the University of Arizona's Campus Racial Climate Model provide a framework to guide the work of the RTJF around four project teams with specific charges for 21/22

University of Arizona's Campus Racial Climate Model:

- 1. Historical Legacy of Inclusion/Exclusion
 - a. Resistance to Desegregation

- 4. Organizational/Structural Dimension
 - a. Definition(s) of Merit

Guiding Principles and Assumptions

<ul style="list-style-type: none"> b. Mission 2. Compositional Diversity <ul style="list-style-type: none"> a. Diverse Student Enrollments b. Diverse Faculty & Staff Hires 3. Psychological Dimension <ul style="list-style-type: none"> a. Perceptions of Racial/Ethnic Tension b. Perceptions of Discrimination c. Attitudes and Prejudice Reduction 	<ul style="list-style-type: none"> b. Admissions Practices c. Hiring Practices d. Tenure Practices e. Content of the Curriculum f. Budget Allocations g. Policies and Procedures 5. Behavior Dimension <ul style="list-style-type: none"> a. Social Interaction Across Race/Ethnicity b. Classroom Diversity c. Pedagogical Practices
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Classroom and Campus Experiences Project Team: Scope & Expected Deliverables

Framed within the University of Arizona's Campus Racial Climate Model, the Racial Justice Taskforce will form four project teams charged with expected deliverables aligned with the 2020-2021 RJTF recommendations:

- e. Provide **intentional and personal outreach** and support for Black/AA students, as well as mentoring
 - ~~Create faculty/staff/administration mentoring opportunity for black students.~~
 - collaborate with Project Team Two's mentoring work, The Mustang Mentors and the Black Allies programs
 - Integrate into the classroom environment
 - 1. Envision in year one
 - 2. Establish and Build in year two
 - 3. Operationalize in year three
- f. **Create a "Call in" Culture** of identifying individual and college shortcomings for positive growth.
 - Host a series of "difficult conversations" about race in the classroom and on campus (perhaps something like Emanuel Acho's YouTube videos)
 - Invite faculty to be vulnerable to learn effective ways of navigating race in the classroom
 - Brand this movement and normalize it in Norco College culture
 - 1. Envision and Build (years 1-2)
 - 2. Operationalize (years 1-3)
- g. Extend **Umoja success** and practices to the campus.
 - Collaborate with Umoja team to identify summarize and present Umoja practices and principles to the faculty at large.
 - Work with faculty to implement practices into the classroom (years 1-3)
 - Collaborate with IE for data to support
 - Umoja student voice
- h. **Expand Culturally responsive curriculum** across more disciplines.
 - Collaborate with Guided Pathways Course Design for Racial Equity (year one)
 - Encourage faculty to participate in Cora trainings (year one)
 - Host conversations about implementing Cora trainings in the classroom (years 1-3)
- i. Create communication procedure with relevant college entities
 - Report to and from Norco Academic Senate (years 1-3)
 - Report to and from Guided Pathways (years 1-3)
 - Collaborate with Faculty Professional Development Committee (years 1-3)

Classroom and Campus Experiences Project Team: Scope & Expected Deliverables

- Teaching and Learning Committee

Membership

The Project Team will have Co-Chairs. Membership is open to all constituents who are interested in enriching our Classroom and Campus Environment. Project team members must commit to completing at least one or more CORA courses made available by Norco College. Invite an Umoja team member, invite faculty who participate in our activities to join, invite student(s) membership. TLC member, possible lead.

In early fall, the project team will place a call for membership and select members to represent all the college's constituent groups. Project team members must complete at least one or more CORA courses made available by Norco College.

The recommended membership of 8-10 should include:

- 3-4 Faculty
- 1-2 Managers (DOI)
- 2 Classified Professionals/Confidential
- 2 Students

Members sought in areas of expertise and interest in that include but not limited to student grievances/complaints, human resources, data analysis, or professional development.

Meeting Time/Pattern

The RJTF meets monthly on first Fridays during the fall and spring semesters from 2:00 – 3:00 pm. The 1-hour meetings will coincide with the biweekly project team meetings on the first and third Friday during the fall and spring semesters from 1:00 – 2:00 pm on the first Friday and 1:00 to 2:30 pm on the third Friday.

Roles of Chairs and Members

The Chair/Co-Chair(s) are accountable to Racial Justice Taskforce. Co-Chairs are responsible for preparing agenda and facilitating meetings of the 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 project team that can help to achieve 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

Roles of Chairs and Members

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.

A co-chair or a designated delegate shall prepare a brief summary of the Project Team's progress at each RJTF meeting and send it to the RJTF community .

Meeting Procedures and Expectations

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

- Ascribe to and practice established group norms:
 - *Be visible* ▪ *Open, honest conversation* ▪ *Listen to learn* ▪ *Share airtime* ▪ *Be present in the conversation* ▪ *Be open to new perspectives* ▪ *Establish level of confidentiality* ▪ *Call in culture* ▪ *Lean into discomfort and be brave* ▪ *No titles, no positions* ▪

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.



Charter for Institutional Commitment Project Team

August 2021

This Charter is established between the *Institutional Commitment Project Team* of the Racial Justice Taskforce (RJTF) and the Student Support Council to structure the process and planned outcomes included herein during the 2021-2022 academic year.

Purpose

The *Institutional Commitment Project Team* will develop and implement an action plan related to six of the recommendations derived from last academic year's Racial Justice Taskforce workgroup efforts. These six recommendations include a historical dimension related to Norco College and racism, a behavioral dimension related to Pro-Black professional development, compositional diversity dimension related to hiring practices, and three organizational/structural dimensions related to student complaints and grievances as well as the collection of disaggregated data related to college/district policing. These areas are further described in the guiding principles and scope sections of this charter.

Charge

The charge of the *Institutional Commitment Project Team* is to carry out the related recommendations generated from the 20-21 RJTF collective efforts. We adopted the [10-Point plan for addressing Anti-Blackness](#) and over this last year developed a set of recommendations.

EMP Alignment

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

Goal 9: (Workplace/Employees) Expand workforce to support comprehensive college and develop/sustain excellent workplace culture.

Objective 9.2: Develop systems and provide resources to preserve and foster a positive workplace culture for all constituent groups including full-time faculty, part-time faculty, classified professionals, student workers, and managers (support role aligned with DEI Committee lead)

Guiding Principles and Assumptions

For the 2021-2022 academic year, the RJTF adopted the University of Arizona's Campus Racial Climate Model to guide the creation of actions plans to implement the specific recommendations based on student feedback and research. The 6 recommendations under the *Institutional Commitment Project Team* rests in 4 of the 5 dimensions in the Racial Climate Model. This alignment is as follows:

University of Arizona's Campus Racial Climate Model

<ol style="list-style-type: none"> 1. Historical Legacy of Inclusion/Exclusion (Compile the history of Norco College for History and Legacy of Racism) <ol style="list-style-type: none"> a. Resistance to Desegregation b. Mission 2. Compositional Diversity (Audit hiring practices to ensure that we have equity-minded processes and structures in place to hire more Black/AA employees to close equity gaps) <ol style="list-style-type: none"> a. Diverse Student Enrollments b. Diverse Faculty & Staff Hires 3. Psychological Dimension <ol style="list-style-type: none"> a. Perceptions of Racial/Ethnic Tension b. Perceptions of Discrimination c. Attitudes and Prejudice Reduction 	<ol style="list-style-type: none"> 4. Organizational/Structural Dimension [Recommend the collection and accessibility of disaggregated data related to student experiences with district and campus police (referrals and outcomes) to assess equitable treatment of Black/AA students.] (Deploy trained Community Advocates or Ombudsmen to improve the College's response to student complaints) (Clarify and simplify the student grievance process for complaints regarding discrimination, harassment, or retaliation. <ol style="list-style-type: none"> a. Definition(s) of Merit b. Admissions Practices c. Hiring Practices d. Tenure Practices e. Content of the Curriculum f. Budget Allocations g. Policies and Procedures 5. Behavior Dimension (Provide ongoing Pro-Black professional development for all constituent groups at the college) <ol style="list-style-type: none"> a. Social Interaction Across Race/Ethnicity b. Classroom Diversity c. Pedagogical Practices
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Scope & Expected Deliverables

The *Institutional Commitment Project Team* will develop and implement an action plan related to the following six recommendations:

- Compile the history of Norco College for History and Legacy of Racism
- Audit hiring practices to ensure that we have equity-minded processes and structures in place to hire more Black/AA employees to close equity gaps.
- Recommend the collection and accessibility of disaggregated data related to student experiences with district and campus police (referrals and outcomes) to assess equitable treatment of Black/AA students.
- Deploy trained Community Advocates or Ombudsmen to improve the College's response to student complaints
- Clarify and simplify the student grievance process for complaints regarding discrimination, harassment, or retaliation.

Scope & Expected Deliverables

- Provide ongoing Pro-Black professional development for all constituent groups at the college

The project team will develop an action plan around the 6 recommendations and begin implementation. In late spring, the project team will provide a progress report and future recommendations. The scope of the action plan will span over a three year period.

Membership

In early fall, the project team will place a call for membership and select members to represent all the college's constituent groups. Project team members must complete at least one or more CORA courses made available by Norco College.

The recommended membership of 8-10 should include:

- 2-3 Faculty
- 2-3 Managers
- 2 Classified Professionals/Confidential
- 2 Students

Members sought in areas of expertise and interest in that include but not limited to student grievances/complaints, human resources, data analysis, or professional development.

Meeting Time/Pattern

The project team will meet the first and third Friday during the fall and spring semesters. The first Friday meetings will be held from 1:00 – 2:00 pm and the third Friday will be held from 1:00 to 2:30 pm. Project team members are encouraged to attend the RJTF meetings on the first Friday during the fall and spring semesters from 2:00 to 3:00 pm.

Roles of Chairs and Members

The Chair/Co-Chair(s) are accountable to the RJTF who in turn is accountable to the Student Support Council to ensure continuity of dialogue between governance tiers. Co-Chairs are responsible for preparing agenda and facilitating meetings of the 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 Project Team that can help to achieve the Project Team's charter deliverables to advance the strategic direction of the RJTF. 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 their Project Team peers with the intention of finding consensus on all issues that come before the Project Team at the direction of the RJTF.

Roles of Chairs and Members

The Project Team is responsible for reporting the team's progress at the regularly scheduled RJTF meetings.

Meeting Procedures and Expectations

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

- Ascribe to and practice established group norms:
 - *Be visible* ▪ *Open, honest conversation* ▪ *Listen to learn* ▪ *Share airtime* ▪ *Be present in the conversation* ▪ *Be open to new perspectives* ▪ *Establish level of confidentiality* ▪ *Call in culture* ▪ *Lean into discomfort and be brave* ▪ *No titles, no positions* ▪

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.



Charter for the Black Student Care Project Team

July 2021

This Charter is established between the *Black Student Care Project Team* and the Racial Justice Taskforce: Fostering a Pro-Black Culture and Student Support Council to structure the process and planned outcomes included herein during the 2021-2022 academic year.

Purpose
<p>Black Student Care Project Team seeks to advocate for and foster a Pro-Black culture at Norco College:</p> <ul style="list-style-type: none">• Identify best practices in mentor models serving Black/ AA students for adoption and implementation• Support the increased holistic development and academic success of Black/ AA Students• Disrupt practices, patterns, and policies that marginalize Black/ AA students in social and academic spaces through advocacy and empowerment• Create a campus culture that actively and genuinely fosters and celebrates the success of Black/ AA students through targeted and specific resources and supports• Facilitate increased safe spaces for Black/ AA students that build greater community and social capital
Charge
<p>The Norco College Racial Justice Taskforce was created in the summer of 2020 in response to the tipping point in our history of the killing of George Floyd and many others, in light of the Black Lives Matter movement, and the California State Chancellor's Call to Action. We are committed to inclusivity and creating a college environment by where our diverse group of students and employees we proudly serve are supported and thrive. The RJTF's continued focus and advocacy is on Black/AA students and employees. We adopted the 10-Point plan for addressing Anti-Blackness and over this last year developed a set of recommendations.</p> <p>EMP Alignment</p> <p>Goal 1: (Access) <i>Expand college access by increasing both headcount and FTES.</i></p> <p>Objective 1.3: Expand enrollment with strategic groups (operational group to lead implementation)</p> <p>Goal 2: (Success) <i>Implement Guided Pathways framework.</i></p> <p>Goal 3: (Equity) <i>Close all student equity gaps.</i></p> <p>Objective 3.1: Reduce equity gap for AA students by 40% (operational group to lead implementation)</p> <p>Goal 4: (Professional Development) <i>Implement Professional Development around Guided Pathways and equity framework; foster a culture of ongoing improvement.</i></p> <p>Goal 9: (Workplace/Employees) <i>Expand workforce to support comprehensive college and develop/sustain excellent workplace culture.</i></p> <p>Objective 9.2: Develop systems and provide resources to preserve and foster a positive workplace culture for all constituent groups including full-time faculty, part-time faculty,</p>

Purpose

classified professionals, student workers, and managers (support role aligned with DEI Committee lead)

Guiding Principles and Assumptions

Guiding principles stem from the RJTF accomplishments in 20/21, collaborative efforts of the RJTF 2021 summer planning workgroup, and our refined commitment for 21/22.

- A. We assessed our college's policies and practices in the classroom, student services and support, and student life
- B. We intentionally lifted Black/AA voices around these areas
- C. We made specific recommendations based on student feedback and our research
- D. We aligned these to the University of Arizona's Campus Racial Climate Model to guide the creation of actions plans to implement the recommendations
- E. The principles within the University of Arizona's Campus Racial Climate Model provide a framework to guide the work of the RTJF around four project teams with specific charges for 21/22

University of Arizona's Campus Racial Climate Model:

- | | |
|--|--|
| <ol style="list-style-type: none">1. Historical Legacy of Inclusion/Exclusion<ol style="list-style-type: none">a. Resistance to Desegregationb. Mission2. Compositional Diversity<ol style="list-style-type: none">a. Diverse Student Enrollmentsb. Diverse Faculty & Staff Hires3. Psychological Dimension<ol style="list-style-type: none">a. Perceptions of Racial/Ethnic Tensionb. Perceptions of Discriminationc. Attitudes and Prejudice Reduction | <ol style="list-style-type: none">4. Organizational/Structural Dimension<ol style="list-style-type: none">a. Definition(s) of Meritb. Admissions Practicesc. Hiring Practicesd. Tenure Practicese. Content of the Curriculumf. Budget Allocationsg. Policies and Procedures5. Behavior Dimension<ol style="list-style-type: none">a. Social Interaction Across Race/Ethnicityb. Classroom Diversityc. Pedagogical Practices |
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Scope & Expected Deliverables

Care and Conversations/Community Building

- Develop a *Black Mentor Program* that connects Black/AA students to professional mentors who are sensitive to and understand the barriers Black/ AA students encounter at Norco College.
- Provide ongoing intentional and personal outreach, support and mentoring for prospective, current and alumni Black/AA students and their families.
- Through the relationships created through the *Black Mentor Program*, identify and bring to light the barriers and negative impact for Black/ AA students at Norco College.
- Provide guidance and support throughout the grievance process.
- Advocate for and work to institutionalize change to respond to Black/AA student needs
- Collaborate with other teams in the implementation of Restorative Justice procedures on campus for student conduct and for the college.

Scope & Expected Deliverables

- Improve data collection, assessment, and professional development in the area of implicit bias and/or cultural competency for the CARE Network and Student Discipline.
- Increase visibility for all constituents, particularly faculty, to ensure that there is institutional knowledge regarding supports and services offered for Black/ AA students.
- Provide opportunities for broader conversations around holistic support of Black/AA students (scholarship, financial aid and resources).
- Expand membership and assert commitment of individuals identifying as Black/ AA Student Allies.

Membership

In early fall, the project team will place a call for membership and select members to represent all the college's constituent groups. Project team members must complete at least one or more CORA courses made available by Norco College.

The recommended core team membership of 8-10 should include:

- 2-3 Faculty
- 2-3 Managers
- 2 Classified Professionals/Confidential
- 2 Students

Members sought in areas of expertise and interest in that include but not limited to student grievances/complaints, human resources, data analysis, or professional development.

Meeting Time/Pattern

The RJTF meets monthly on first Fridays during the fall and spring semesters from 2:00 – 3:00 pm. The 1-hour meetings will coincide with the biweekly project team meetings on the first and third Friday during the fall and spring semesters from 1:00 – 2:00 pm on the first Friday and 1:00 to 2:30 pm on the third Friday.

Roles of Chairs and Members

The Chair/Co-Chair(s) are accountable to the RJTF who in turn is accountable to the Student Support Council to ensure continuity of dialogue between governance tiers. Co-Chairs are responsible for preparing agenda and facilitating meetings of the 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 Project Team that can help to achieve the Project Team's charter deliverables to advance the strategic direction of the RJTF. 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 their Project Team peers

Roles of Chairs and Members

with the intention of finding consensus on all issues that come before the Project Team at the direction of the RJTF.

The Project Team is responsible for reporting the team's progress at the regularly scheduled RJTF meetings.

Meeting Procedures and Expectations

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

Ascribe to and practice established group norms:

▪ *Be visible* ▪ *Open, honest conversation* ▪ *Listen to learn* ▪ *Share airtime* ▪ *Be present in the conversation* ▪ *Be open to new perspectives* ▪ *Establish level of confidentiality* ▪ *Call in culture* ▪ *Lean into discomfort and be brave* ▪ *No titles, no positions* ▪

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