Purpose of the Student Equity Committee:
The purpose/goal of student equity is to ensure that groups historically underrepresented in higher education have an equal opportunity for access, and success. The Shasta College Student Equity Committee provides recommendations to Shasta College Student Services Council regarding the specific goals, strategies, actions, and outcomes designed to ensure student equity for students who are disadvantaged/under-represented because of 1) race/ethnicity, 2) gender, 3) age, 4) disability, 5) foster youth status, 6) veteran’s status, 7) low-income, and/or 8) gender identity/sexual orientation.

2. Scope and Function of the Student Equity Committee

The Student Equity Committee will:

- Provide on-going support, facilitation, monitoring, and evaluation of the District’s Student Equity efforts.
- Collaborate with campus Student Success Act initiatives and campus student support programs.
- Collect and analyze research regarding the current academic access and success of disadvantaged students in the District.
- Collect input from students, classified staff, faculty, administrators, and the public in order to identify factors that affect student equity.
- Disseminate information about Student Equity goals and activities to students, staff, faculty, administrators, and community members.
- Identify District strengths and weaknesses regarding student equity.
- Generate a Student Equity Plan that specifies strategies to monitor and address equity issues and mitigate any disproportionate impacts on student access and achievement.
- Annually review and update the Student Equity Plan.

3. Meetings:

Meeting times will be established by the first meeting of the fall semester. Meetings will be scheduled once a month by one of the Co-Chairs, with additional meetings scheduled as necessary. Student Equity Committee meetings will be open to anyone who wishes to attend. Each meeting will end with an opportunity for public comment. Ad hoc committees and task force groups will meet separately, will not vote on action items, and will make recommendations to the full committee. Minutes will be published in a timely manner on the Student Equity web page on the Shasta College Student Services website.

4. Membership and Member Selection:

The committee will consist of 13-18 voting members:

- 3 Administrators
- 4 Faculty Members
• 2-3 Classified Members
• 2-3 Community Members
• 1-2 Student
• 1-3 at-large members

The first co-chair will be appointed by the Vice President of Student Services and serve as one of the two administrative representatives on the committee. The second co-chair will be selected by the entire committee from among committee members. Committee members will serve two year terms.

In spring of each academic year, the Co-Chairs will announce the membership vacancies the appropriate constituency group for final selection.

- Management members will be appointed by the Superintendent/President or designee.
- Academic Senate will appoint faculty members in consultation with the Superintendent/President or designee.
- CSEA will appoint classified members as per their collective bargaining agreement.
- Community members will be appointed by the Vice President of Student Services in consultation with the Superintendent/President.
- Student Senate will be responsible for selecting their student member in consultation with the Superintendent/President or designee.
- At-large members will be selected by the committee and can be either district employees or community members.

Vacancies that occur during the year can be replaced immediately as they occur.

5. Quorum:
A quorum of the voting membership of the Committee must be present to take formal action on any item. A quorum will be defined as 50% of filled positions plus one.

6. Term Lengths of Members:
Term lengths will be two (2) years except for members whose membership is contingent on their positions. The student member appointments will be a one year term. The multi-year terms will be staggered so all members do not change at one time. At the end of the two-year term a member may be reappointed by his/her constituency group. New members will be appointed in the early spring each year and will begin their term at the first Student Equity Committee meeting in the fall.

7. Member Responsibilities:
• All members will be responsible for making regular reports to their constituency groups.
• Any member unable to attend a meeting should notify one of the Co-Chairs in advance of the meeting date.
• Members can expect to participate in possible ad hoc subcommittees to help complete specific tasks.
• All members including at-large members have full voting rights.

8. Co-Chairs Responsibilities:
• Determine division of chair duties.
• Prepare and distribute the agendas.
• Participate, as necessary, on ad hoc committees.
• Chair Student Equity Committee meetings and help schedule ad hoc meetings.
• Ensure the conduct of the Student Equity Committee business is communicated to the college community in a timely manner.
• Keep track of Student Equity member appointment schedules.
• Announce the membership vacancies which will be given to the appropriate constituency group for appointment in spring of each year.

9. Student Equity Committee Bylaws:
• Bylaws will be evaluated as determined necessary by the Student Equity Committee.
• A two-thirds majority of the voting membership may amend a bylaw.
• A two-thirds majority of the voting members present may suspend a bylaw for the purpose of a single meeting.