



## Equity Subcommittee

### Meeting Minutes

November 5, 2020, 2:00pm

Present: Elizabeth Baker, Chair (Carteret CC), Brittany Champion, Co-Chair (Pitt CC), Retha Hall (CPCC), Denise Keating (CPCC), Liza Palmer (Brunswick CC), Samantha O'Conner, VP (Central Carolina CC), Colleen Kehoe-Robinson (James Sprunt CC), Nathan Stancil (Johnston CC), BJ Thompson (Central Carolina),

Absent: Kris Obele Bele (Fayetteville Technical CC), Peggy Higgins (A-B Tech CC), Amber Jacks (Caldwell CC), Robert James (Nash CC), Garrison (Allan) Libby (CPCC), Jennifer Seagraves, NCCCLA President (Johnston CC), Touger Vang (Montgomery CC)

#### Agenda:

- Review/approval of minutes: October 6 and October 22, 2020
- Tool Kit Focus/Priority
- Plans for next meetings

#### Discussion items:

- Minutes from October 6 and 22, 2020 meeting were approved; motion made by Brittany and seconded by Colleen
- Collection Equity Evaluation: after brainstorming / collaboration, it was consensus that there was a need to refocus and prioritize what should be worked on first. Ideas were: 1) Collection Evaluation 2) Focus on marginalized/underserved groups and 3) Outreach (displays, traveling exhibits, speaker series etc.)
- Members present decided to focus on collection evaluation as the first project and establish a framework for future equity initiatives/projects. Whatever is created can be shared on the association's website and via a resource guide.
- The following focus teams were established:
  - **What:** Narrative introduction (purpose)  
*Team: Samantha, Robert, and Peggy*
  - **Why:** Framework -Collaboration/Learning  
*Team: Learn (Brittany), Connect (Touger), Support (BJ, Reflect (Touger), and Collaborate (Garrison)*
  - **Who:** Learning Outcomes  
*Team: Colleen, Liza and Retha*
  - **How:** Concrete steps/plan  
*Team: Elizabeth, Nathan, Denise and Amber*
- Beginning November 16th up to next meeting, team groups will coordinate meeting dates/times to collaborate and input content on a shared document.
- Team groups will report on work at next scheduled committee meeting.
- Due to short working month and end of semester; committee decided not to meet in December. Next meeting will be Thursday, January 14, 2021.

#### Action items:

- Brittany will create team/group collaboration documents and share link via email
- Group leaders were asked to reach out to team members and coordinate working schedule.
- Elizabeth will set up and send out link for next meeting – January 14, 2021, 2pm

Meeting adjourned at 2:45pm

Notes recorded by: Retha Hall