



EQUITY ASSURANCE COUNCIL

October 17, 2025, 9 a.m.

E-112 and Zoom Access

Minutes

Approved 11/21/25

MEMBERS	Constituent Group	Present	Absent
1. Gayle Pitman, Co-Lead	Administration	X	
2. Bryce Craft	Administration	X	
3. Jason Garrett	Administration		X
4. Gabriela Lopez	Administration	X	
5. Layheng Ting	Administration	X	
6. David Jones, Co-Lead	Classified (L-39)		X
7. Maria De Leon	Classified (CSEA)		X
8. Jackie Flores,	Classified (Confidential)		X
9. Shastina Sanchez	Classified (CSEA)	X	
10. Julia Silveira	Classified (CSEA)	X	
11. Maria Carmen Marquez, Co-Lead	H.C.F.A.	X	
12. Janet Flores	H.C.F.A.	X	
13. Peggy Munoz-Meador, Co-Lead	H.C.F.A.	X	
14. Seaneen Sullinger	H.C.F.A.	X	
15. Corina Vasaure	H.C.F.A.	X	
16. Luzelena Atrisco	A.S.H.C.		X
17. Rosario Chavez	A.S.H.C.		X
18. Lizbet Merino Juarez	A.S.H.C.	X	
19. Abrianna Ruano	A.S.H.C.	X	

1. Call Meeting to Order and Introductions

Meeting called to order at 9:01am.

Members introduced themselves.

2. Consider Approval of Agenda

Dr. Lopez motioned to approve the agenda. Ms. Munoz-Meador seconded the motion. The motion carried with no opposition.

3. Consider Approval of May 16, 2025 and September 19, 2025 minutes

Ms. Silveira motioned to approve the May minutes. Dr. Lopez seconded the motion. The motion carried with no opposition.

Ms. Ruano motioned to approve the September minutes. Ms. Vasaure seconded the motion. The motion carried with no opposition, with correction to Mr. Craft's first name.

4. Consider Changing December Meeting Date to January 30, 2026

Dr. Pitman explained that the fall semester ends on December 13, 2025, so the council's scheduled meeting on December 19, 2025 will not work. The co-leads proposed meeting on the 5th Friday in January, which is the first week of the spring semester. Discussion ensued

Dr. Lopez motioned to table the discussion to change the meeting date. Ms. Sullinger seconded the motion. The motion carried with no opposition, and this topic will be brought back to the November meeting.

5. Overview of council charge & activities

Dr. Pitman reviewed the official charge (listed on the [council's webpage](#)). She shared that they created a document of the council's [2024-2025 accomplishments](#), which was shared with Hartnell College Council. She asked returning members for input on the work of the council in the first two years. Ms. Silveira shared that folks attended the ENCORE conference for the first two years, and they shared their experiences with the campus community. Dr. Pitman stated that there's a possibility that the ENCORE conference will no longer happen due to the DEI changes in our government. Ms. Vasaure shared that conversations regarding the mission and charge were very important. Dr. Lopez shared that we were able to bring together one cohesive calendar of events to celebrate various groups, and this also enabled them to identify groups who weren't being celebrated. Dr. Pitman added that the banners (honoring various groups) you see around campus were one of the results of the conversations. Ms. Ruano added that students from various Hispanic and Filipino communities felt "seen" and celebrated. Ms. Janet Flores shared that she appreciated the work they did on the President's Task Force report.

6. Goal-setting for 2025-2026

Dr. Pitman shared that she and co-leads have had initial conversations regarding the council's goals. She explained that the SEP asks us to look at disproportionate impact to students and identify actions to take to close the gaps. Dr. Pitman explained that the SEP budget is overseen by the SEAP Committee and she proposed that this committee should report to this council; she will need to look into this further.

Dr. Pitman explained that this council should receive regular reports from the SSEC and Diversity/EEO (equal employment opportunity) Advisory Committee.

Dr. Pitman asked members what goals or issues they would like to address, and members chose the following:

- Bias reporting mechanism
- Board policy regarding art/murals on campus - this is very important to the members
- Prioritize BP/APs that link to student equity as well as those in the SEP
- Policy Review

Dr. Lopez motioned to approve the goals for 2025-2026. Ms. Janet Flores seconded the motion. The motion carried with no opposition.

7. Student Equity Plan (SEP) – 1st reading

Dr. Lopez presented the Student Equity Plan's (2025 -2028) key metrics: success enrollment, completion of transfer-level math and English within 1st. year of attendance, persistence, completion within 3 years, and transfer to a four-year institution. They were also asked to report on the completion of student educational plans. Dr. Lopez provided a comprehensive overview of the campus's equity planning process, which began on February 2025, with a team analyzing data and metrics. She explained that for each metric there is a chart that specifies affected cohorts and disproportionately impacted (DI) groups. Each metric section includes specific, realistic, and high impact evidence-based strategies. Using state and local disaggregated data, the team came across the disproportionate impact among male students (Asian-American students, and adult learners). The plan integrates with other campus initiatives such as recruitment, enrollment, and academic affairs. Dr. Lopez also mentioned that the group will review semester and annual progress reports to EAC to provide governance-level oversight. The SEP team aims to finalize the plan and present it to the Governing Board on December 2, 2025. Dr. Lopez asked members to review the SEP so that a discussion can take place at the next meeting.

8. President's Task Force draft final report – 1st reading

Dr. Pitman asked members to review the President's Task Force on Equity and Social Justice draft final report. She went through the main themes and recommendations issued in 2020. She mentioned that EAC council has overseen recommendations and tracked progress, issuing annual progress reports. With the introduction of ESP, the council is preparing a final comprehensive report for the President's Task Force. The final report is available on the EAC webpage. Dr. Pitman asked members to review the report before the next meeting in November.

9. Closing Comments/Adjournment

Ms. Ruano shared that music majors raised concerns about limited access to music practice rooms. Dr. Pitman suggested that such concerns be addressed with the area dean.

Ms. Sanchez mentioned the college is hosting regular music performances, called "Espresso Yourself" open mic sessions, near the college's Starbucks held every other Wednesday.

Ms. Vasaure motioned to adjourn the meeting. Ms. Silveira seconded the motion. The meeting adjourned at 10:44 am.

NEXT MEETING(S)

November 21, 2025

December 19, 2025 (consider changing due to end of semester)

February 20, 2026

March 20, 2026

April 17, 2026

May 15, 2026