A logo with mountains in the background

Description automatically generated

**President’s Diversity, Equity, and Inclusion (DEI) Board**   
**Programming Subcommittee**

November 19, 2024 from 9am-9:45am  
(Meeting Room Location: SMSU North Room 3317 (Third Floor))

**MEETING ATTENDANCE**

**Participants:**Check box if present for the meeting

|  |  |
| --- | --- |
| ​​[x]​   Paz Olivérez, Steering Committee Liaison | ​​[x]​ Bibiana Diaz-Rodriguez, Subcommittee Member |
| ​​[x]​   ​​Lorena Marquez Chair | ​​[ ]​ Debanhi Escobar, Subcommittee Member |
| ​​[x]  Isabel Guzman, Vice Chair | ​​[x] Jairo Leon, Subcommittee Member |
| ​​[ ]​  George Vigil, ACC Member  ​​[x]   Jairo Leon, Subcommittee Member  ​​[ ]​   Angelica Agudo, Subcommittee Member  [x] Terri Anderson, Subcommittee Member  [x] Roryana Bowman, Subcommittee Member | ​​[x]​ ​ Rina Nolasco, Subcommittee Member  [x] Jackie Varela, Subcommittee Member  [x] Mike Rister, Subcommittee Member |
| **MEETING AGENDA** |  |

1. **Heritage Month Assignments:** 
   1. Be sure to email your preferences to
   2. We want at least one DEI Subcommittee members to be on each Heritage Month Committee to help support the committee and to report back happenings/programming/practices to help develop improvements for next year.
2. **Reviewed the rubric that was established from Nov 5th meeting:** 
   1. [Question Rubric for DEI committee (1).docx](https://csusanbernardino-my.sharepoint.com/:w:/r/personal/000100307_csusb_edu/Documents/Question%20Rubric%20for%20DEI%20committee%20(1).docx?d=w5eecc9d10f5149068e485654f6613023&csf=1&web=1&e=mm1jsf)
   2. Reviewed questions for Lorena and Isabel, clarification on questions for to add to application process.
      1. Questions added:
         1. Any collaborations with other campus departments or offices?
            1. Want to make sure we are encouraging students attendance with extra credit for classes. Will require more outreach to faculty and lecturers.
         2. Include ways your event will track attendance for possible class participation.
            1. Will we be able to differentiate students? SBC or PDC campus? Etc.
         3. Provide budget expenses for event
            1. Do we need any details? How much information are we asking for?
   3. Reviewed point rating for each submission. Applicants will be rated on a point system 1-5. Scoring will determine the allocation of funding.
      1. EXAMPLE: 20-25 high percentage, 15-19, partial funding, 10-14, minimal funding or resubmission required, below 10, does not qualify for funding.
   4. Committee agreed the rubric is strong and we are ready to move forward with finalizing.
3. **Budget:** 
   1. Lorena explained that we need clarification on past programming funding. Do we need to pay for programs that happened this year out of this year’s budget? Lorena and Isabel will confirm with Kelly and Robin.
   2. Jairo asked if we have a budget commitment to programming, projects, or events right now? Lorena explained that we have three inquiries, but we have not committed/confirmed/assigned anything until we finalize the rubric.
4. **Next Meeting: Tuesday, December 3, 9-9:45am,**