

PDC Meeting Minutes
Thursday, August 20, 2020
9:00 am – 10:15 am

Attendance: Michael Habata, Mary Anne Gavarra-Oh, Meagan Truxal, Michael Gend, Garineh Avakian, Dale Fields, Abigail Watson, Mario Macias, Lisa Valdez, Claudia Velsaco, Pauline Pham, Sierra Bledsoe.

1. **Call to Order:** 9:07am
2. **Check In:** none
3. **Approve Agenda**
 - a. Meagan motioned; Mary Anne seconded
 - b. Unanimous approval
4. **Approval of Minutes**
 - a. June: Abby motioned; Mary Anne seconded
 - i. 1 abstention (Claudia)
 - b. May: Mario motioned; Abby seconded
 - i. 1 abstention (Claudia)
5. **Items from Unofficial June Meeting**
 - a. Cultural Calendar:
 - i. Hispanic Heritage Month – begins mid-September. We would like to be able to add any events to whatever calendar we come up with.
 - ii. Armenian Cultural Month – October
 1. ASA (Armenian Student Society) is in the process of planning virtual events for Fall. Dr. Gaga will pass on any relevant information to them. Advised her to contact Meagan or Michael Habata when they have programming planned.
 - iii. As of now, we have the Instagram account as a means of disseminating info and events. The committee hopes to use the calendar as another means to get information out to employees and students.
 - iv. We will reach out to Melina and ASO to put a call out for people/groups/clubs to email upcoming programming to Michael Habata or Meagan. We will add these events to whatever calendar we end up using.
 - v. We discussed other calendars throughout campus that we might collaborate with. There is currently a calendar that Brian and Shannon manage on VRC. However, this platform is not accessible for students, therefore will not work for us.

1. Sierra asked if she could have access to the VRC calendar. Michael H. will email Brian M. and Shannon K. to inquire.
- vi. Discussed recommending PCC to create a taskforce to create a master calendar of all events on campus.
- vii. What is the need of this calendar? Is it something that will be used internally for our committee, or externally for everyone to see what is happening on campus? Ideally both. As a committee, we can use it to know what to promote and post about.
- viii. Michael Gend suggested we use an Outlook calendar. Different groups/committees could create their own calendar that they add events to. We could work with IT to embed one master calendar with all relevant sub-calendars to the website.
 1. Gend also showed us the Diversity Committee website. We currently have a calendar embedded. Michael H. and Meagan will regain access so they can edit the website.
- b. Newsletter:
 - i. We would like to reinstate the Newsletter and have it go out more often. This would be another way to get information out to the community.
- c. Instagram
 - i. Sierra and Mario have created the PDC Instagram account and would like to start posting ASAP.
 - ii. Lisa suggested we talk to Shannon or Brian about collaborating to send out information.
 1. Sometimes students and staff/faculty get overwhelmed with too much information coming at them from different directions. We discussed using Sierra's ASO Instagram account to send out information. Ultimately, we decided to keep the PDC Instagram account for now.

6. **Upcoming Events:**

- a. Hispanic heritage month
 - i. We are not in a position to plan an event, however, we can help promote any events that ASO clubs or other groups are hosting
- b. ASO events
 - i. Pierce Pride - Submit your Pierce pride through a photo, video, etc. ASO will give out prizes through Instagram.
- c. One Book One Campus

- i. Student panel at convocation (8/27/20) - Lisa will talk to Shannon and Brian to see if we can put the Zoom link out to students.
- ii. Michael H. will forward the OBOC flyer to committee members so we all have the list of upcoming events.

7. Multicultural Week

- a. Cadence Valentine
 - i. The requested speaker fee for Cadence has been approved by ASO. We do not have any spare money (for prizes, etc).
 - ii. Scheduled presentation: Thursday, October 29.
- b. Michael has not heard back from all originally scheduled presenters, however many of the faculty that he has heard from seem apprehensive to create programming at this time.
- c. Imam Mehtar is still interested in presenting
 - i. Tentative presentation: Tuesday, October 22.
- d. The district is in the process of purchasing Zoom webinar. We will hopefully be able to give our presentation through this if purchased in time.
- e. We will record the events and post the link so more people can watch.

8. Goals for PDC

- a. Meetings for Fall 2020: Michael H. will send out a doodle poll to find the time that works for most committee members.
- b. We hope to work with the campus better and be more aware of everything that is going on around campus.

9. Announcements:

- a. Social Media Campaign:
 - i. Sierra and Mario are requesting each committee member to send a photo/avatar with a little blurb about themselves (your roll in Equity, Diversity, Inclusion; and what you do in the committee/at Pierce)
 - ii. Sierra is requesting this by August 31.
 - iii. Mario will send an example.

Meeting adjourned: 10:24am.