



To: Alonso Reyna Rivarola, Interim Chief Diversity Officer & Director, Middle School Family Engagement
Richard Diaz, Interim Associate Vice Present, Student Success & Director, Orientation and Student Success

From: Dr. Deneece G. Huftalin, President & Chair, College Planning Council; interim sponsor until search for new CDO concludes

CC: Mr. Jeff Aird, Vice President for Institutional Effectiveness

Date: Fall 2021

Re: Strategy 6: Emerging Hispanic-Serving Institution CWT

This memo is to officially appoint you as the 2021-2022 co-leads for Strategy 6: Emerging Hispanic-Serving Institution CWT. In this capacity, you serve as the primary college leaders to ensure we successfully implement this strategy. This memo will provide a brief context and then review the expectations for the year. Please let me know how I might be supportive to you in this role. We anticipate the work of this task force will continue for a minimum of three years and will be an iterative process.

Background

The current strategy emerged from a recommendation from the 2020-21 Strategy 10: Close the Completion Gap through Targeted Supports. A primary finding in the prior academic year was the need to focus on developing and implementing a formalized plan for SLCC to become a Hispanic-Serving Institution.

Charge for 2021-22

As the strategy leads, please guide and engage your team in the following work this academic year:

- Review current membership of previous task force and confirm ongoing membership. If necessary, consider other college stakeholders to serve being sure to include diverse voices from each division of the college. The President will serve as Executive Sponsor until a permanent Chief Diversity Officer is hired, expected April 2022. Others across campus you might consider:
 - Student leadership
 - AVP People and Workplace Culture
 - AVP Student Success
 - Director ODMA
 - Director Library Services
 - DSA representatives
 - Associate Provost for Academic Operations

- Faculty representatives
- Associate Dean representatives
- Dean representatives
- Develop and implement a formalized plan for SLCC to become an HSI. This work may include:
 - Outlining the work to be performed over the next few years including a proposed structure for leadership and sustained support.
 - Performing a literature review and/or original research on how other institutions have achieved this status (e.g., College of Southern Idaho)
 - Providing recommendations regarding best practices for serving Latinx students through identity- and culture-enhancing programs, services, and actions
 - Working with the Office of Data Science and Analytics to assess institutional performance, identifying and analyzing key metrics and how they align to broader institutional goals
 - Joining associations for HSIs such as the Alliance for Hispanic-Serving Institution Educators (AHSIE) and/or the Hispanic Association of Colleges and Universities (HACU)
- Support VPs and act in an advisory capacity in equity efforts underway in their divisions (see memos to VP Lepper, VP Aird, and Provost Sanders)
- Engage stakeholders to ensure participation, collaboration, and clear communication of the importance of and benefits gained from becoming a HSI.
- Maintain internal communication with regular updates on the work accomplished. This should include a minimum of three written updates per academic year.

A schedule for strategic discussions is under development. You may be asked to present updates at Planning Council, Senior Leadership Team, or Executive Cabinet meetings. You will also meet with me, the permanent CDO and the President at least once each semester to discuss strategy progress. We will discuss any presentation preparation needs once dates and topics are set.

At the conclusion of the year, please provide a short, written report on the work accomplished and a plan for the 2022-2023 and 2023-2024 academic years. This report will be submitted to Vice President Aird on May 1, 2021.

Given our college value of collaboration, please consider engaging stakeholders as you advance this strategy. You might consider hosting 1-1 discussions, large or small forums, direct meetings, online discussions, or custom workshops.