

Equitable Policy Review Mini Tool

This mini tool is designed to assist the Clackamas Community College (CCC) Board of Education in reviewing existing or proposed policies. This review mini tool was created using the CCC's strategic equity tool, "The Cougar Pause".

Guiding Principles for Review

Alignment with CCC's Mission, Vision, and Values: Ensure the policy actively supports and reflects the college's mission, vision, and core values.

Trauma-Informed: Always consider how the policy impacts various identity groups, especially those historically marginalized.

Empathy and Cultural Sensitivity: Reflect on the human experience and diverse cultural contexts affected by the policy.

Inclusive Language: Scrutinize the language for gender neutrality, consistency, and avoidance of jargon or exclusionary terms.

Clarity and Consistency: Ensure the policy is clear, unambiguous, and consistently applied across all relevant contexts.

College Alignment		Completely Disagree	Somewhat Disagree	Somewhat Agree	Completely Agree	Notes/Comments
<i>Statement: The policy aligns with the Clackamas Community College's mission, vision, and values.</i>						
Mission	This policy aligns with the college's mission: As our community's college, we cultivate equitable, innovative, and responsive education.	☐	☐	☐	☐	
Vision	This policy aligns with the college's vision: Empowering individuals, strengthening communities.	☐	☐	☐	☐	
The Core Values	Learning at CCC is a dynamic, personal, and transformative journey where students, employees, and community members actively engage in the process of acquiring new knowledge, skills and behaviors, leading to meaningful change and growth. This policy aligns with the college's value of learning.	☐	☐	☐	☐	
	Equity is ensuring that everyone has support and access to the resources needed to be successful and identifying and eliminating barriers that have prevented the full participation of communities most impacted by systemic oppression. – Improving equity involves increasing justice and fairness within the procedures and processes of institutions and systems, as well as in the distribution of resources. Tackling equity issues requires an understanding of the root causes of outcome disparities within our society and institution. – Equity differs from equality. Equality refers to treating everyone the same, but does not necessarily lead to equitable outcomes because diverse communities have diverse needs and have faced varying obstacles and inequities. This policy aligns with the college's value of equity.	☐	☐	☐	☐	
	Student Success is our institutional commitment to create an environment where every student, regardless of their background or circumstances, has the opportunity and support to achieve their full potential. This policy aligns with the college's value of student success.	☐	☐	☐	☐	
	Community is defined as, residents of the Clackamas Community College Service District which includes community-based organizations, businesses, other educational institutions, governmental agencies, systematically underserved and underrepresented communities, and potential students. This policy aligns with the college's value of community.	☐	☐	☐	☐	
	Belonging: To belong is to be seen, heard, supported and cared for by those who matter to us or those who impact our lives (Parfait Bassalé). This policy aligns with the college's value of belonging.	☐	☐	☐	☐	

Clarity & Consistency		Completely Disagree	Somewhat Disagree	Somewhat Agree	Completely Agree	Notes/Comments
<i>Statement: The policy is clear, unambiguous, and consistently applied across all relevant contexts.</i>						
Clarity	The primary goal of this policy is articulated clearly and unambiguously.	☐	☐	☐	☐	
	This policy is clear about how it will impact and/or benefit different populations.	☐	☐	☐	☐	
	Any complex concept in this policy are explained in simple terms.	☐	☐	☐	☐	
Consistency	Key terminology is used consistently throughout this policy and remains consistent with all Board policies (e.g., "student," "employee," "stakeholder")?	☐	☐	☐	☐	
	There are consistent expectations, and policy rules to be followed. There are also consistent processes for those who don't abide by the policy.	☐	☐	☐	☐	

Inclusive Language & Accessibility		Completely Disagree	Somewhat Disagree	Somewhat Agree	Completely Agree	Notes/Comments
Statement: The language is neutral, inclusive, and accessible to all readers.						
Gender Neutral	This policy uses gender-neutral terminology , e.g., chairperson, they/them, individuals, staff, students, etc. (in contrast to gender-specific pronouns (he/she).	☐	☐	☐	☐	
	Language in the policy avoids assumptions about gender roles or gender identities .	☐	☐	☐	☐	
Language	All acronyms used within the policy are defined upon first use and used consistently thereafter.	☐	☐	☐	☐	
	This policy avoids culturally specific idioms or references that might not be universally understood.	☐	☐	☐	☐	
	Language is clear, concise, and easy to understand for a broad audience by avoiding unnecessary legalistic or academic jargon.	☐	☐	☐	☐	
	Language does not censure, accuse, fault, or diminish agency of any individual or group.	☐	☐	☐	☐	
	Language maintains respect, empathy and is not exclusionary towards any protected class e.g., race, ethnicity, color, religion, national origin, ancestry, sex, age, physical or mental disability, marital status, veteran or military status, citizenship, gender identity & gender expression, sexual orientation, or medical condition.	☐	☐	☐	☐	