**Diversity, Equity, and Inclusion Committee**

Meeting Notes

June 8, 2018

9:30 – 11:00 a.m.

Kandie, Camillo, Caleb, Alisa, Patrick, Francine, Klaudia, Eboni, Kelly, Stephanie, John and Jaime

1. **Welcome & Agenda Review**

Committee members shared something exciting about their time on the committee, the term, or something that they are excited for this summer. John reviewed the meeting agenda.

1. **Review Meeting Minutes**

The committee reviewed the previous meeting minutes and approved.

1. **Fall Inservice**

John and Jaime shared that they were approached by the inservice committee and are unclear of the new request. The DEI Committee will not have a standalone session. The committee will be asked to provide information for one of the all-staff mandatory meetings. We need to develop materials or information to help employees take action related to DEI. We need to make it clear that DEI is continual and wanting to help employees engage throughout the year, not only at inservice.

1. **Determine Summer Check-in**

The committee determined that we would check-in once in July and August.

* July 23rd all information available and the committee will respond by July 26th.
* August 27th all information available and the committee will respond by August 31st.

1. **Subcommittee Updates**

Subcommittees provided updates. Klaudia asked if the subcommittee descriptions had been sent out to the college community. Jaime shared that the subcommittee descriptions had gone to College Council and Presidents Council, but not yet shared with Association Presidents. Jaime committed to sending the subcommittee descriptions out.

* Resources/Library – Meeting at 2pm on June 8th.
* Training – The training committee met yesterday and have several trainings already scheduled for next year:
  + Summer Inservice will have Undocumented and DACA Immigration Community Resources training August 1st, 10am-11:30am. Kandie provided an overview of the training. Klaudia asked that there be a distinction explained in the training between undocumented and DACA protections.
  + Training on October 11th, National Coming Out Day. The Living Room which is a community based organization will be presenting the training. Kandie hopes to have a student panel. The training will be open to students and employees. John suggested connecting with HR, so that HR can promote the event to employees. Kandie will be meeting with the Multi-Cultural Center to discuss advertising to students. Kandie asked about the time for the event, suggesting 10-12pm or 12-2pm.
  + In November, Kandie is hoping to partner with the Library about Oregon Humanities Conversation Project to come on campus for a conversation about Power, Privilege, and Racial Diversity in Oregon.
  + Winter term, we have confirmation from Oregon Employees Association for a presentation on White Privilege Bias and Micro-aggressions. The event is tentatively scheduled for early January.
* Marketing/Communications – The subcommittee has not met again, they were waiting for others from the college community to join.
* Considerations – The subcommittee met last week with the Multi-Cultural Center staff. Discussions occurred about a shared calendar and ways to market information. The discussion included pulling events from 25 Live that indicate a relationship with DEI. The goal is to better promote events on campus connected to DEI to increase participation. The subcommittee asked the Multi-Cultural Center to reach out to the DEI Committee if they need assistance with organization or funding.
* HB2864 – The subcommittee plans to reconnect in the summer.
* Human Resources – A meeting is scheduled on Friday, June 15th.

1. **Strategic/Diversity Plan Development**

The committee discussed that there may be a need to bring in a consultant to help facilitate or guide our work in development of a diversity plan. The committee discussed the development of two possible plans, 1) Diversity Plan that addresses HB2864 and committee charter, and 2) large scale plan that incorporates all areas of the college. How do we encourage systemic change that is large scale, rather than allowing work to stop after the initial plan is developed? It was suggested that the Diversity Plan is written in such a way that it requires development of a large scale plan within a certain timeframe. The committee expressed interest in meeting with Dr. Cook early in fall term to connect about the Diversity Plan and his vision for equity and inclusion on campus. The committee decided to table the diversity plan discussion and review of other plans until fall term.

1. **Access to Moodle**

Jaime will verify that everyone on the committee has access to Moodle. Jaime will review the shell and ensure that all minutes, agendas, and materials are in Moodle, including the sample diversity plans and google doc. The google doc will be updated to include 1) training, and 2) subcommittee work.

1. **Debrief**

* The question was posed about meeting once versus twice a month. Feedback was provided that meeting twice a month helped the group move forward, it also allows for sharing of subcommittee work.
* It was suggested that subcommittees document progress in a matrix/spread sheet on the google doc. The subcommittees will share with the larger committee once a month.
* The committee needs a list of talking points, charter, list of members and subcommittee members, subcommittees, plans, and how to get engaged. Jaime committed to drafting the talking points and sending it to the Marketing/Communications subcommittee for improvements. The subcommittee will then send the talking points out to the entire committee for review.
* Training suggestions for next year will be emailed to Kandie by July 15th. Kandie and the training subcommittee will syntheses the training requests and post them for review by July 23rd.

1. **Review commitments and next steps**