**Diversity, Equity, and Inclusion Committee**

Date: September 18, 2018 | Begin: 11:30 a.m. – 12:30 p.m. | Location: C127 | Recorder: Jaime Clarke

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| **COMMITMENTS** | | | | | | | | | | | | | |
| **Complete?** | **Date** | **Who** | | **What** | | | | | | **Promised To** | **When** | | |
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| **Topic/Item** | | | | | **Facilitator** | | **Allotted Time** | **Key Points**  **Provide 50 words or less on expected outcome** | | | | | **Category** |
| 1. **Welcome & Agenda Review** | | | | | John | | 5 minutes |  | | | | | Discussion  Decision  Advocacy  Information |
| 1. **In-Service Activity & Follow-up** | | | | | Marlon and Jamie | | 20 minutes |  | | | | | Discussion  Decision  Advocacy  Information |
| 1. **Strategic/Diversity Plan Development** | | | | | Marlon and Jamie | | 30 minutes | * Best practices in plan development * Pitfalls to avoid in plan development | | | | | Discussion  Decision  Advocacy  Information |
| 1. **Debrief** | | | | | John | | 5 minutes |  | | | | | Discussion  Decision  Advocacy  Information |
| **Future Agenda Items Diversity, Equity, and Inclusion Committee Meetings** | | | | | | | | | | | | | | |
| **Topic/Item** | | | **Facilitator** | | | **Key Points**  **Provide 50 words or less on expected outcome** | | | | | | **Category** | | |
|  | | |  | | |  | | | | | |  | | |
| **Upcoming Meeting Dates** | | | **Start Time** | | | **End time** | | | **Location** | | | | | |
| September 28, 2018 | | | 9:30am | | | 11:00am | | | B240 (new location) | | | | | |