

Diversity, Equity, and Inclusion Committee

Date: October 11, 2019 | Begin: 9:30–11:00 a.m. | Location: B240 | Recorder: Jaime Clarke

1. Welcome & Review Meeting Minutes
 - Changes were made to Meeting Minutes for June 7
 - Kandie moved to approve minutes with changes and Patrick seconded the motion
 - **Meeting Minutes Approved with changes**
 - Changes were made to Meeting Minutes for September 27
 - Minutes will be edited and sent out for an electronic vote
2. Pronouns Discussion and Follow-Up
 - Caleb expressed that more work needs to be done to prepare the college for conversations about pronoun usage. Resources and trainings need to be developed in order to do this work well and be prepared. We need to create space for faculty to discuss and troubleshoot together. The pronouns workgroup will continue to revise the initial email communication.
 - Next week is International Pronoun Day, October 16, 2019.
 - Ben and John suggested that the Multicultural Center send something out promoting International Pronoun Day, sharing the buttons, name tag flags, and video <https://www.youtube.com/watch?v=r-al4liNLBU&feature=youtu.be>.
3. Review and Update Guidelines for Interaction
 - Klaudia facilitated a conversation to review and update the committee's guidelines for interaction.
 - Suggestions from the committee:
 - Remove, "stay present and on topic"
 - Remove, "own what you say and don't generalize"
 - Remove, "don't always assume good intentions..."
 - Remove, "why am I talking and why am I not talking"
 - Replace with:
 - Be present and respect the space
 - Share your experiences, use "I" statements
 - Consider and address the impact of actions rather than focus on intentions
 - Assess your safety and use your discernment
 - The stories of others are theirs to share, maintain confidentiality and trust of the group
 - Step up, step back
 - Keep, "consider your privilege"
 - Keep, "confront, critique, and challenge your discomfort"
 - Keep, "ouch"
 - Lisa Anh suggested that we read the guidelines of interaction at each meeting, taking turns and each member read one bullet point
4. Update on Committee Structure and Membership
 - Jaime lead a discussion about changes to the committee structure and possible membership application.

- Concerns were expressed about term limits for committee members. Several committee members expressed that it did not feel right or safe to have a rotating group. It was recommended to remove term limits.
 - The committee structure document needs to clarify that co-chairs must be selected from within the DEI Committee.
 - Committee members suggested that applications be forwarded from associations for review.
 - The co-chairs and the President will review and make decisions on appointment to the committee.
 - The President will make the formal appointment.
 - Jaime and Klaudia will take this information back to Tim for further discussion and a decision on the structure and membership.
5. DEI Training at New Employee Orientation
- Kandie shared that the committee has an opportunity to present information during new employee orientations. She will be the lead on providing new employees information about the DEI Committee and our work on campus. During each new employee orientation session, DEI has 30-minutes to share information.
 - Kandie asked for feedback from the committee on what topics should be covered.
 - Committee members suggested the following:
 - Employee Resource Groups (ERG)
 - Pronouns
 - DEI website and upcoming events
 - Share how to join a subcommittee and get involved
 - “I” is for inclusivity video could be shown, <https://www.youtube.com/watch?v=2g88Ju6nkcg>
 - Packet of materials on ERG, we welcome flyer, and pronoun document
 - It was suggested to develop a one-pager for DEI that featured our mission, subcommittees and how to get involved
6. Budget Request Discussion and Approval
- A brief discussion occurred about the DEI Committee budget. The committee has access to \$20,000 to support DEI work on campus. A larger discussion will occur at the next full DEI Committee meeting. Items that need immediate approval to move forward are the Judge Torres Play and the upcoming Strategic Plan Feedback Sessions.
 - Judge Torres Play needs funds to print poster, requesting \$50.
 - Stephanie moved to approve the request and Lisa Anh seconded the motion
 - **The request was approved.**
 - Strategic Plan subcommittee requested \$500 for the feedback sessions.
 - Kandie moved to approve the request and Stephanie seconded the motion
 - **The request was approved.**
7. Subcommittee Updates
- Overall committee updates will be deferred to a special DEI Committee meeting on October 18, 2019.
 - Employee Resource Group (ERG) Subcommittee
 - Kandie shared that one ERG has been approved.
 - Information on the ERG will be posted on the DEI website.
 - Training Subcommittee
 - Christina shared that the Training Subcommittee has been working to develop a certificate. She will send out the certificate for feedback, the committee will review and either discuss next week or provide written feedback.