

Diversity, Equity, and Inclusion Committee

Date: November 22, 2019 | Begin: 9:30–11:00 a.m.

Members Present: Jaime, Klaudia, Stephanie, Racheal, John, Patrick, Kandie, Ben, Ashley, Caleb, Lisa Anh

Welcome & Review of Guidelines for Interaction

1. Welcome everyone!
2. Quorum was confirmed
3. Committee members took turns reading the Guidelines for Interaction

Budget Discussion

The Committee continued reviewing the budget that was presented and updated at the last meeting. The overall budget allocation for the 2019-20 year is \$20,000 and the committee reviewed the subcommittee distributions. The budget discussion for this topic was specifically to discuss a potential process to allocate professional development funds. For example, a list of events/conferences the committee would like to participate in, what is appropriate and equitable. There was a suggestions for an application process. The application could also include other professional development funds that members could utilize; such as, department funds and other professional development opportunities. Important to keep in mind that some members have access to professional development and others do not. Therefore, it's also important to have bridging funds for pending reimbursements as some have to pay upfront and it can be costly.

The committee would like to move forward with an application process to distribute DEI professional development funds for DEI committee and subcommittee members.

Ideas and questions to include on the application:

- Provide agenda or description of conference/activity.
- How does attending such training/conferences support the DEI Committee work?
- How does it further the mission for DEI?

Other questions and comments:

--How do we review and determine which applications get funded? Maybe create a rubric.

--If some funds get used up, it may be a matter of timing. It may be first come first serve.

Application approved by supervisor

--Can we hold fund for future events?

--Do we prioritize funding? Priority could go to group training and remaining for individual training.

Create application process and rubric.

Possibly review applications quarterly and allocate funds per term. If we know something is happening in the future, we can apply early for funds.

Tim's committee expectation is to continue to grow within our DEI role. We may also want to consider a group training. Current PD funds allocated include potential group training. Having an idea of how much we want to use for group training could help allocate funds accordingly. The committee agreed that it was important for the committee to have a group training this year. Members were asked to research possible training opportunities that we all want to get trained on and be prepared for a discussion for the December 6th meeting.

Membership recap:

Jaime provided a brief overview of the committee structure and application process, which was discussed at the previous meeting. Members had questions specifically on the membership role and rotation. Appointed positions will have a two year term with the ability to renew through the application process. If members choose not to renew, they could also continue the DEI work through other channels; such as subcommittees. It was pointed out that it was important to keep in mind that faculty have to be involved in a committee and may or may not have capacity to actively participate in subcommittees.

Update on Preferred Name

Lisa Anh mentioned that DIG will discuss this topic at their Wednesday, November 27th meeting. Lisa Anh will provide an update at the December 6th committee meeting.

Caleb also provided information on the content the faculty could use to incorporate pronoun information on their syllabus. Caleb offered to provide a training on pronoun use for faculty. The training could include resources, the importance of pronouns, a safe space for people to ask questions, safety concerns, etc. Training could come early winter term. The Library/Resources subcommittee is also looking at resources.

Some faculty are currently having conversations about pronouns in their classes; therefore, everyone is using a variety of tools to introduce the topic and support of pronouns. Some resources could also include a tip sheet of how to handle conversations in the classroom.

Kandie is happy to help! Esther and Stephanie could assist as well. Caleb will provide an outline for opportunities for communication and training.

DEI Lens Development

Currently, there are several equity lenses being used in different committees. A question was raised to create a subgroup to begin engaging in the work to develop a DEI lens. John mentioned that he had a meeting with some college leaders regarding a DEI lens. They determined that they would continue using DEI related questions with the understating that the DEI Committee would be working on a lens to uses as a college community. The committee decided to approach the DEI lens as a committee and not a subgroup.

A concern was brought up regarding what appears to be the perception of the role of a DEI lens. A DEI lens is not just a set of questions or a check list. Simply, a check list is not enough. DEI is never ending. Working and living through a DEI lens comes through experience and training. It's a deeper process and it takes practice. It's something we all internalize as a personal self-check. It's important to look for tools and resources to support this work. An equity lens training for winter term would be ideal.

Newsletter ideas for winter term:

Lens language

Teaching and Learning - Pronoun language

Subcommittee Updates

Subcommittee Updates

Employee Resource Groups – The Kaleidoscope ERG will start to meet soon. Information will be posted on the DEI webpage. The Exploring Whiteness ERG will have more to come winter term.

A question came up about employees not feeling safe about saying what ERG they are participating.

Therefore, when a PT faculty is participating an ERG, they will get paid for the time but the specific name of the ERG will not be share.

Human Resources Subcommittee - Rachael asked about the purpose of the HR subcommittee. The committee reviewed the description for the HR Subcommittee and provided some ideas. The description states that “the HR Subcommittee works to ensure diversity, equity and inclusion in talent acquisition, training opportunities and employee retention.” There was some conversation about hiring practices during interviews. Some frustrations with the current process were expressed. Rachael stated she will make an effort to be part of the full time hiring committees. A suggestion was made regarding meeting with the Faculty Senate to learn more about the needs around talent acquisition. HR is looking at training opportunities for department chairs and directors around hiring for diversity. They are looking into the Oregon State University’s Search Advocate model.

Marketing and Communications - No report

Resources/library - One City One Book project has created a list of program events for winter and spring. More information will be coming soon as we begin promoting the project.

Strategic Plan - The timeline for completing the DEI Strategic Plan has been extended to the end of winter term. A draft will be presented to the committee for review and approval in late February. Dr. Karim and Dr. Lewis are also assisting with reviewing the feedback information received from the sessions in October. The subcommittee will be meeting with various teams; SEM, GP, etc., to discuss integration of the DEI strategic priorities, goals, etc. John and Kjirsten met with ARC and will be meeting again in January to continue the conversation about integrating the work. We will also be asking the consultants to come back winter term to share the plan with the college community alongside the DEI committee.

Teaching and Learning

Caleb had some questions about getting the Teaching and Learning subcommittee started and inviting people to participate in the subcommittee. Some suggestions were to email the association leadership who would the forward the email communication to their members. The information will also be posted on the DEI webpage, newsletter, etc.

Debrief and review commitments

Agenda items for next Meeting:

Preferred Name Update – Lisa

Pronouns Training Update – Caleb

Winter term training discussion - All