

February 12th Committee on Diversity and Inclusion Meeting

MINUTES

FEBRUARY 12, 2016

3:00P

AQ 220

MEETING CALLED BY	Janet Steverson
TYPE OF MEETING	CDI meeting: Open to the community
FACILITATOR	
NOTE TAKER	Ronna Craig
ATTENDEES	Julio Appling Jane Atkinson (ex-officio) Janet Bixby Cathy Busha Mark Duntley Se-ah-dom Edmo Linda Eguiluz-Gonzalez David Ellis, ex-officio Mark Figueroa Anna Gonzalez Stella Kerl-McClain Stacey Kim Gabriela Rodriguez Laura Shier Liz Stanhope Janet Steverson Bruce Taft Yueping Zhang

Meeting convened at 3:04 pm

I. Welcome – Professor Steverson introduced Bruce Taft, Project Manager for the committee. Ronna Craig will continue in her role as Legal Assistant at the Law School. Her duties will not include supporting the committee once Professor Steverson steps into her role as Dean for Diversity and Inclusion.

II. Committee Business

3:06	Rpt. Meeting Availability Poll	Ronna Craig
DISCUSSION	n/a	
CONCLUSIONS	All members are available for the second Friday of the month until the last meeting of the semester in May. Therefore, all meetings will take place on the second Friday of the month from 3:00 p.m. – 5:00 p.m. unless notice to the contrary is posted.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
If you have any questions or your schedule changes, please contact Ronna.		

3:06	Rpt. MLK events	Professor Steverson	
DISCUSSION	The CAS and law events went well. In particular, the intersection of identity event was interesting. Mark Duntley attended the majority of the CAS events and they were impressive.		
CONCLUSIONS	Better attendance would make for better events. Race dialogs had good attendance. This was the first year the event was planned by students, and it was a change for the better.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Find an event and attend.		all members	ongoing
CDI is working on getting a calendar together.			
Kevin Wright [Graduate Assistant, Office of Student Activities] arranged a meeting between the diverse CAS student groups to offer administrative assistance and to give the groups an opportunity to learn what each group was doing. The meeting also facilitated collaboration among groups. In addition to the student groups, the following persons were present: Jason Feiner, Director of Student Activities, Cathy Busha, Bruce Taft, Janet Steverson and Nathan Baptiste. The meeting went well and the students asked for additional meetings.			
3:20	Clarification of the meanings of the terms “Action Plan” and “Strategic Plan”	Mark Figueroa	
DISCUSSION	A working document of the Action Plan and a “reviewing chain” was developed in the Data Subcommittee (Group 4) which met 2/5/16.		
The Action Plan is more akin to what is known as a “tactical plan” in that it is more immediate than a strategic plan which more often has a reach of five years or more.			
There are five components of a mission statement which should be incorporated in to a strategic plan: vision (aspirational); mission (who are we and what do we do?); goals; objectives (shorter-term, enabling strategies or action items); indicators/outcomes (measuring whether the strategies are working).			
The action plan is the objective piece, just below mission level goals. The CDI operates on this work just below executive council level discussions and actions. One to two years is the time horizon for the tactical plan.			
The CDI needs to develop a mission statement which is SMART: specific, measurable, achievable, realistic, and timely.			
The subcommittees are responsible for developing goals and how to measure them. The strategic plan will be public, on the website, and associated with a graphic representation of progress toward goals.			
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Review the working document and contribute to it from each of the subcommittees.		All members	March meeting

III. Reports from sub-committees

3:45	Group 4	Janet Steverson
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DISCUSSION	Data collection, sharing and analysis group needs to put together action plan. A draft statement of the CDI Role and Responsibilities is available as a shared document.	
Revision to the document was discussed so that shared services could be included.		
Pre-action plan draft needs revision or input from group.		
CONCLUSIONS	The language of the Roles & Responsibilities document was changed to include shared services.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Review roles document and provide feedback.	all members	March 1
Review pre-action plan document and provide feedback.	all members	March 1
State of the School through an audit of diversity initiatives is needed.		

4:00

Group 1

Se-ah-dom Edmo

DISCUSSION	Two things were prioritized. First, hiring data for faculty and staff should be reviewed. Mark Figueroa’s office will review for PII. Second, the Rooney Rule consideration should be undertaken to determine how or if it can be applied or borrowed from by L&C.	
Since ethnic identifiers are voluntary, data use is problematic.		
“Diversity literacy” question for new hires is under consideration. This would be an open-ended request for narrative describing experiences as they relate to diversity.		
Isaac Dixon’s office has sent information to Mark Figueroa’s office, and Isaac is considering City of Portland’s policies and a House Bill.		
CONCLUSIONS	Turn-over is a concern, and hiring data doesn’t show the whole picture. Clarity on the nature of trends is important, as is setting realistic goals. The hiring subcommittee and professional development committee work will overlap.	
Hiring will prioritize POC highest in pyramid of criteria needed for improved balance.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

4:15

Group 2

Yueping Zhang

DISCUSSION	This group didn't meet, but did consider issues. Focusing on power dynamics in course offerings is important. Professor Zhang assessed which courses teach about unequal distribution of power in the U.S. and enrollment in these classes.
CONCLUSIONS	Encouraging departments to address issues with curriculum and either increase emphasis, offerings, or content focused on unequal power and diverse populations.
New course development fund should be used to optimize the work of the committee. Those developing new courses should be given priority.	

Team teaching, though tricky, is an effective tool when there is hesitance on the part of faculty to venture into new pedagogical territory. It allows those with expertise to teach subjects new to others. Faculty can learn on the job.		
First-gen program can bridge more gaps for wider community, and we can build relationships by hosting activities.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

4:20

Group 3

Laura Shier

DISCUSSION	Group 3 didn't meet, and there were no items brought for discussion.	
4:22	Group 5	Mark Duntley
DISCUSSION	A handout was distributed regarding communication priorities.	
CONCLUSIONS	Communication is better when it is specific, so we should talk about the diversity committee instead of more broadly about diversity in general.	
Videotaping committee meetings was discussed.		
CDI is advisory when necessary and action oriented when possible.		
Banning Yik-Yak was discussed. It was resolved to gather student input before acting on it.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

V. Information on upcoming events – Events shared in agenda briefly mentioned.

4:30 Meeting adjourned.