



# MINUTES

## Diversity & Inclusion Advisory Committee

8/25/2020 8:00 AM | *Meeting called to order by* Chancellor Coreil

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### In Attendance

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Dr. Paul Coreil, Dr. John Rowan, Dr. Abbey Bain, Dr. Haywood Joiner, Dr. Shonu Nangia, Dr. Jessica Ringo, Dr. Cynthia Thomas, Sheila Hudson, Daniel Manuel, Monica Aguilera, Destiny Harrison, Chancey Slider

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### Dr. Thomas called the meeting to order at 8:10 AM

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#### **The Roadmap**

The committee discussed needs for the LSUA Roadmap including our mission statement and the need for a definition of diversity and inclusion. The committee will review the LSU Roadmap and their diversity and inclusion mission statement to guide our LSUA mission statement. Dr. Thomas presented the Northeastern University definitions of diversity and inclusion along with their mission statement to the committee and it had some great guiding points.

#### **Campus-Wide Survey**

The template of a campus-wide diversity and inclusion survey was developed by Dr. Thomas and Sheila asked for feedback in order to prepare the survey to go out to campus. We want survey feedback from all members of campus so that we have guidance on how we can improve inclusion and diversity on our campus. We want to be sure that all members of campus are taken into account including their ethnicities, religious beliefs, sexual and gender orientations, appearances, size, disabilities, political views, identities, etc. We want every member of campus to feel accepted. The survey may be sent out to get anonymous answers on a database such as Survey Monkey, by QR codes, and paper forms. The committee will continue to discuss how the survey will be delivered. Dr. Thomas plans to develop a Moodle page for committee members to use to actively update and contribute information to a definition of diversity and inclusion, the mission, the survey, and the Roadmap. The feedback and planning process will be presented at the next meeting.

#### **Reporting Mechanism and Staff Position**

Reporting Mechanisms: We need to be able to report to a data collection system and we need to appoint someone who will be able to respond to those submissions. Faculty and staff should be able to report discrimination to human resources and students can report possible Title IX violations to Daniel Manuel. Dr. Thomas suggested one channel to be created for reporting and then the person who it is reported to can route the issues to the proper area so that we can accurately capture more data regarding diversity and inclusion issues on campus. Dr. Coreil mentioned that the person we

appoint to oversee diversity and inclusion on campus could serve as the direct channel for all reporting. We are open to recommendations as to how we should proceed in appointing a person in this new position. The committee agreed there is a need for a staff member to oversee diversity and inclusion and to move forward with planning to appoint someone. A job description will be created and planning will continue regarding long and short term goals for this position. While the position is being planned, the committee would like to create a reporting mechanism to be temporarily overseen by someone and to encourage reports to be sent in to "Let Rowan Know" and "Tell Coreil". We could also encourage members of campus to let faculty and staff know if they are experiencing or witnessing issues regarding diversity and inclusion on campus until we have a diversity and inclusion staff professional in place.

### **Action Items**

- **Advertising Diversity Statements:** The committee would like for all offices and departments on campus to have our diversity and inclusion mission statement posted on their websites. Possibly, all departments could develop statements to be posted. It may also be a good idea to have a required, consistent brief diversity statement on all syllabi. The committee agreed to craft the mission statement and condense it for syllabi. We could also post this on Moodle pages, social media, and message screens around campus.
- **Total U Series focusing on Diversity and Inclusion:** Some of the most successful Total U's come from recommendations of faculty and staff who work closely with students. It is important to address the Black Lives Matter movement and to support our students regarding their feelings. Dr. Bain will do research on bringing in speakers who can shed light and better educate our campus population on diversity and inclusion.
- **Diversity Training:** A representative from LSU came here about three years ago to give a workshop on diversity and inclusion, but it was before a holiday and not many people participated. The committee will consider having a diversity and inclusion training at the start of the semester to guarantee a full audience and to make it a general part of the beginning of every year or semester. The committee agreed that this is a great idea to be included during the week before classes begin when we have beginning of semester trainings and meetings. Sheila will reach out to LSU to try and set a date for someone to host a training before the start of the spring semester. The trainings will be for faculty, staff, and students. We will we look into ways to offer it in more than one setting and time. The committee would also like to have the Chief Diversity Officer from LSU come to present on campus.
- **Alexandria Martin Luther King Celebration:** The committee would like to have the university as a whole participate in the 2021 celebration. This will increase our presence in the community. The plans are still in place, but subject to change.

- The committee would like access to any reports that Human Resource Management has regarding discrimination over the last five years in order to see our weaknesses and so that we can continue to plan for improvements. All personal information including names of individuals who made reports will be kept confidential. Dr. Coreil will ask Lynette Burlew for anonymous data so that we can work to address areas of need and to make plans for improvement.

Respectfully submitted by Chancey Slider

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The next meeting will take place on Tuesday, September 19<sup>th</sup>.

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