



MINUTES

Diversity, Equity & Inclusion Leadership Team

09/5/2023 2:00 PM | *Meeting called to order by* Ms. Connie Cooper

In Attendance

Chair Connie Cooper, Ethan Lipsey, Shelly Gill, LaMona Wallace, Cynthia Thomas, Robert Wright, and Joshua Perrodin.

The meeting was called to order at 2:00 PM

Welcome

- Connie thanks everyone for attending.

Committee Meeting Schedule 2023-2024

- The Committee established every other Thursday at 1pm as the regular meeting day.

Committee Leadership

- Joshua Perrodin agreed to serve as secretary for the team. We still need to identify a co-chair.

Established 2023-2024 Priorities

- **Priority One:** Develop a DEI roadmap
 - Conduct a campus survey to ensure that we are meeting campus needs and identify opportunities for improvement.
 - Identify hard data from Human Resources and other areas to identify deficits.
 - Explore the student experience with regard to retention – which students are staying and which students are transferring and reasons why (i.e. high grades that transfer out).
 - Identify survey templates to help develop our survey.
 - Pull 3 years of student data to analyze.
- **Priority Two:** Work with SLT to Develop a Search Criteria Policy/DAP
 - Communicate with SLT about a search criteria policy /DAP with regard to open positions and seek their guidance. Review job description and hiring process. Submit a rough draft.
 - Create the policy with specific guidelines, metrics, and accountability.
 - Communicate with Staff and Faculty Senate and seek their recommendations.

- Work to add a specific training about DEI and bias in hiring.
- Educate managers and supervisors on EEO compliance.
- Create an Exit Check List to capture data relative to why faculty, staff and students exit the university.
- **Priority Three:** Implement Affinity Groups
 - Create Affinity Groups to support new and current employees who struggle with acclimating the campus community and resource sharing.

New Business

- Discussed how we could assist students with integrating into and navigating the campus culture.

OoDEI Update

- Continuing to provide DEI training in the community.
- Gearing up for Sisters Like Me: Black Girl Magic on October 19, 2023.
- Adding additional training dates for the mandatory training so that everyone can meet the September 30th deadline.

Meeting Conclusion

- Connie reminded the team that feedback is important and thanked the team again for being present.

Respectfully submitted by Joshua Perrodin.