

BOARD OF TRUSTEES

**Diversity, Equity and Inclusion Committee Meeting**

December 2, 2021 – Virtual – 9 AM

# Minutes

**Committee Members in Attendance**

John Bartow, Trustee and Co-chair DEI Committee

Yelena Bolante

Linda Brown-Robinson, Trustee and Co-chair DEI Committee

William Fisher

Tom Carter

Eloise Curry

Marlena Daher-Rahman

Robert Dugan

Nicole Hylton-Patterson

Matthew Marko, Trustee

**Committee Members Absent**

Malika Carter

Dr. Daryll Dykes

Paul Hai

Jade Morning Sky Little

Academic Governance Faculty Representative (not appointed yet)

**Staff in Attendance**

Ragan Squier

Baylee Woods

9:00 AM **Call to Order**

Welcome and Introductions –*Trustees**Linda Brown-Robinson/John Bartow*

Committee Co-Chair Linda Brown-Robinson called the meeting to order at 9:09am. There was 9 voting members in attendance.

9:10 AM **Approval of Minutes from October 27, 2021**

Linda Brown-Robinson made some spelling corrections.

There were no objections to the minutes, the minutes were approved.

9:20 AM **Framework for Discussion** - SUNY ESF DEI Committee Structure Draft Document

Was there a survey that Dr. Carter did? (E. Curry)

* Malika took Campus wide survey last semester intended on finding strengths and weaknesses within each department on campus related to DE (T. Carter)
* Follow up with Dr. Carter to see what survey was conducted and what were the results
* On September 10th, Dr. Carter stated she did an assessment using the NRCHE self-assessment rubric (E. Curry)

The Objective

* Are we conducting the systems analysis or are we overseeing the departments conducting their own systems analysis? (N. Hylton-Patterson), L. Brown-Robinson stated we will be overseeing
* M. Marko stated the last part of the statement may be too focused and limiting.
	+ By mentioning departments, it seems that we are doing an investigation of each of department,
	+ J. Bartow suggested ‘departments’ are not just academic departments but other departments such as student affairs, etc.
	+ M. Marko suggested to use the term campus community rather than department

Intent of the Document

* Roadmap for all departments to use as a manual
* Can be incorporated into anything, or be a standalone document
* Some parts of the document are only for the committee (committee structure, housekeeping, etc.)

Committee Role

* Role has not been fully defined (L. Brown-Robinson)
* The Committee has two points of Authority (W. Fisher)
	+ Committees are charged with making recommendations to BOT
	+ Bring recommendations directly to the office of the president through the CDO

Whatever tool to do the analysis should be approved by Dr. Carter. The results should go to Dr. Carter and she should put it in a report for the committee (E. Curry)

* From this we can make recommendations to the appropriate person (President, Provost, etc.)

Who would be included on rolling this out campus wide?

* Dr. Carter & Provost Mukasa, President Mahoney
* ORG Charts
* Ragan will work on developing an ORG chart (Current ORG charts are not correct, currently being corrected)

First portion of the document needs to go back to our charter and mission (J. Bartow)

* J. Bartow will take the charter document (Memo) and turn it into a 2-page document to post on the web
* Will be shared with committee members before posting on the web

Allow this document to be an Action Plan (Objectives, Outcomes, Actions (SWOT analysis), Branding, etc.)

* N. Hylton-Patterson suggests the document is a living document, flexible to change

\*\*Goal is to have 6 Committee meetings a calendar year, Sub-committee meetings as needed

\*\*Dr. Daryll Dykes taking another job, don’t know who academic governance appointed yet.

Identify Data Measures

* Recruitment
	+ How many students of color have been reached out to (Kitty)
* Women in non-traditional programs (This info would come about when doing SWOT analysis)
	+ Can we request that departments do SWOT analysis?

Follow up meeting with Dr. Carter (J. Bartow)

* Clarify SUNY direction, how are we achieving, what did Project Inclusion do and how current is the info?
* Attendees: J. Bartow, E. Curry, M. Daher-Rahman, N. Hylton-Patterson
* Draft list of questions for committee members unable to attend
	+ How is Project Inclusion going to meet SUNY’s task they gave to the college?

Sub-committees

* Shared Language and Definitions: M. Marko & N. Hylton-Patterson
* Clarify and Separate the document Linda prepared: L. Brown-Robinson, E. Curry & M. Daher-Rahman

10:00 AM **Report to BOT on 12/10/21 –** Discussion

Interests of the Board (W. Fisher)

* Plan to have 6 meetings in 2022
* The Board can anticipate those meetings will produce recommendations and other information that will come back to them
* Let the board know about the SUNY Strategic Plan and we are working on what SUNY outlined us to do.

\*Emphasize we are trying to formulate appropriate procedure with the issues brought forth

10:15 PM **Discussion of next steps in our plan development and who else we want to speak with.**

* Provost Samuel Mukasa
* Human Resources

(Rooney Rule or Mansfield Rule)

10:45 AM **General Good and Welfare**

What we need

* Forward Kitty’s information to the committee (Ragan)

Grant writing proposal

* Where do we stand on this?
	+ E. Curry will meet with Leah Tuck

Shiu-Kai Chin, Co-Chair of DEIA Strategic Plan task force at Syracuse University

* J. Bartow and L. Brown-Robinson need contact information from W. Fisher

L. Brown-Robinson received proposal from the community person who is working with students of color in the community, will forward to Ragan (King school)

Dr. Chanelle Benson Reed (DEI subject matter expert)

* L. Brown-Robinson will talk with M. Daher-Rahman

11:00 AM **Adjourn**

Meeting Adjourned at 10:56am

Minutes submitted by Baylee Woods