

## CC&E DEI Committee

November 4th, 2021, 10:30 - 11:30 am

### Attendees:

- Sibel Bargu Ates
- Courtney Nicole Hammond
- Linda Hooper-Bui
- Junhong Liang (virtual)
- Lily Pham (virtual)

The meeting began with reviewing with sign-ups for the for the action plan overview. We discussed timeline for the action plan. It was emphasized that we need to think short- and long-term perspective when approaching our goals.

A list of action items before the next meeting was generated.

- Nicole will coordinate the initial interest for NCBI training for the college
- Sibel will reach out to Jason Hicks and Dereck Rovaris to tease out what resources are available, content of trainings, and when trainings are available for search committee members
- Sibel will initiate communication between Kathe and Christine about having a section on the college webpage about our committee and a location for resources - potentially invite Christine to the next meeting
- Compile graphs and information on the teaching and service loads for faculty; ENVS (Linda), DOCS (Junhong)
- We will invite Margaret Reams to the next meeting to brainstorm and discuss questionnaire for a campus climate survey

### Notes for Future Action Items:

- We ask the Dean's office to create a faculty handbook and code of conduct
  - Reach out to CES Advocates - target mentoring to support undergraduate students
  - On the webpage for our committee, we would like to include
    - Information on the plan
    - Subcommittees and committee member's names/contact
    - Alumni profiles for diverse students
  - In early January, we will invite general education instructors to talk about intervention plan and resources available to them to help support historically excluded students
- Topics/Questions for Discussion Include:
- How to capture students and retain them - intervention to have checkpoints (Jose Rivera - early intervention plan)
  - What is an early benchmark and see what they do to help support students? - retentive initiative (Tiffany may be able to provide insight)
  - Challenges that they have seen - how to support underprepared students?
  - There is a shortage of staff for advising undergraduates