

**Equity and Inclusion Advisory Council**  
Minutes  
April 20, 2020

**Present** – Chassidy Cooper, Felipe Fiuza, Keith Johnson, Mary Jordan, Kim Maturo, Jean Rushing, Antonio Rusinol, Laura Terry, and Phyllis Thompson.

**Not Present** – Adrianna Guram and Joe Sherlin

- I. **Call Meeting to Order** - Keith Johnson called the meeting to order.
- II. **Approval of Minutes** – A motion was made by Antonio Rusinol, and seconded, stating “I move that the minutes of the March 11, 2020 meeting be approved as distributed”. The motion carried. In keeping with open lines of communication, the approved minutes will be uploaded to the Office of Equity and Inclusion website.

**Old Business**

- III. **Development of Questionnaire** - Keith Johnson asserted that for the health and longevity of the advisory council more structure needs to be put in place. He believes time has come to identify some questions and develop a formal process of interviewing and inviting potential members to join the advisory council. Online research was used to compile a full range of sample of questions to ask potential members. These questions will be forwarded to members to review and identify 5-6 top questions before the next meeting. Members should also submit questions they feel are missing.
- IV. **Co-chairs Advisory Council** - Keith Johnson spoke about the need to elect co-chairs of the advisory council. Members were asked to consider this leadership role. A co-chair, as outlined in the bylaws, will (1) conduct meetings; (2) determine the schedule of the meetings; (3) appoint sub-committees; (4) meet and report regularly to the Vice President of Equity and Inclusion; and (5) perform such duties as the council may direct or as specified in Robert’s Rules of Order. Keith Johnson added that he wants the council co-chairs to truly represent ETSU, assist in the efforts on campus, and work with him and the staff of the Office of Equity and Inclusion. Laura Terry nominated Chassidy Cooper as a co-chair. Chassidy Cooper accepted the nomination. A motion was made by Kim Maturo and seconded, stating “I move that Chassidy Cooper be elected as a co-chair of the Equity and Inclusion Advisory Council”. The motion carried. The election of a second co-chair will take place at a future meeting.
- V. **2<sup>nd</sup> Annual Equity and Inclusion Conference** - The council discussed the possibility of having to restructure how the annual conference, scheduled for September 21 - 23, 2020, will be delivered in light of covid-19. It is anticipated that social distancing will still be in practice this fall. An official decision will need to be made soon about the conference delivery format. Jean Swindle, chair of the conference planning steering committee, was

invited to the meeting to provide input and update the council. She has informally spoken with the logistics subcommittee regarding alternative approaches to delivering the conference. It was suggested that the conference be moved to either spring 2021, to an online/virtual format or hybrid format. Jean Swindle shared that she has reached out to some external colleagues with experience in planning virtual conferences. It was noted that because so many conferences/events have been cancelled, the spring may have an overabundance of conference/events which could affect attendance. The conference planning steering committee is scheduled to meet at the end of April to discuss options.

## **New Business**

- VI. **Equity and Inclusion through Reflective and Engaged Praxis: A Foundations of Education Series** - Jean Swindle an educational foundations and special education faculty member of Clemmer College of Education gave a presentation. Her department colleagues, Alison Barton and Scott Jenkinson, assisted in developing the education series. She believes this platform can be used beyond the Clemmer College to foster equity and inclusion. Objectives include creating a cross-disciplinary dialogue and understanding related to minority studies, gender studies, queer studies, multicultural education, democracy and issues of educational equality and equity. This series will compliment what is already being done at ETSU. The presentation will be forwarded to council members. Jean Swindle added that currently there is no funding for this project. Keith Johnson shared that TBR is currently accepting grant proposals for SERS grants funded with access and diversity funds. The Office of Equity and Inclusion will forward application information to Jean Swindle.
- VII. **Formal Introduction of Chassidy Cooper, Coordinator for Equity and Inclusion** - Keith Johnson officially welcomed and introduced Chassidy Cooper to the advisory council. He shared that even though we are working remotely, she has made numerous contacts and connections, attended meetings, put many things in place, and brought a lot of ideas to the office. Chassidy Cooper shared that she is happy to be a part of the advisory council and looks forward to working with everyone to move diversity, equity, and inclusion forward at ETSU.
- VIII. **Ways to Accomplish Mission, Goals, and Strategic Objectives** - Keith Johnson stated that equity and inclusion is not limited to a particular discipline, office or area on campus. Ways to accomplish the mission, goals, and objectives are tied into all the different colleges/units on campus. For instance, these include what Jean Swindle presented and the College of Arts and Sciences establishing an Associate Dean for Equity and Inclusion. The advisory council can aid in the university's efforts that each college/unit identify some of their own strategic objectives to develop a cohesive equity and inclusion plan for all.
- IX. **Lunch and Learn Series** - A request was made by Keith Johnson to partner with the Office of Equity and Inclusion to present a lunch and learn session in the summer and/or fall. An official request will be emailed with the protocol for these sessions. Evaluation of each session will now be done.

**X. Newsletter** - A monthly Office of Equity and Inclusion newsletter started in April. Any council member wishing to contribute by way of writing an article, providing a topic to include, etc. are encouraged to do so.

**XI. Fall Open House** - Keith Johnson noted that he hopes the Office of Equity and Inclusion will be able to host an open house in the Culp Student Center this fall. The open house will include Disability Services, Women's Resource Center, Jordan (multicultural) Center, Robertson (LGBTQ+) Center, Veteran's Affairs, Compliance, LCRC, and others.

**Upcoming Events** - Phyllis Thompson will present a lunch and learn session April 21<sup>st</sup> on Trauma-Informed Teaching and Learning. The focus will be that students bring their lives with them to college and that research shows that belonging is key to motivation and central to retention. The Women's Studies Lecture series - *Fostering Inclusion and Belonging for ETSU Diverse Populations* by Carshonda Martin was postponed to the fall. Felipe Fiuza shared that the Umoja Fest planning committee is discussing either cancelling or moving to the spring. The Corazon Latino Fest will take place in spring 2021.

**XII. Next Meeting Date** – Thursday, May 18, 2020, 2:30-4:00pm, via zoom.

**Respectfully submitted by: Kim Maturo**