

**Equity and Inclusion Advisory Council**  
Minutes  
March 25, 2021

**Present** – Amyre Cain, Calvin Claggett, Chassidy Cooper, Felipe Fiuza, Adrianna Guram, Keith Johnson, Mary Jordan, Kim Maturo, Antonio Rusinol, Joe Sherlin, Laura Terry, Phyllis Thompson, and Jessica Wang

- I. **Call to Order** - Chassidy Cooper called the meeting to order.
- II. **Welcome Amrye Cain** - Chassidy Cooper welcomed Amrye Cain as the newest member of the Equity and Inclusion Advisory Council.
- III. **Approval of Minutes** – A motion was made by Adrian Guram, and seconded, stating, “I move that the minutes of the February 25, 2021 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.
- IV. **Old Business**

- A. **Dr. Patricia Robertson Diversity Leadership Award** - Adrianna Guram and Phyllis Thompson presented a new version of the Dr. Patricia Robertson Scholarship Award (copy attached). The revision incorporates eligibility and selection criteria previously discussed. The revised documents demonstrate a commitment to creating an inclusive community with contributions to diversity, equity, and inclusion activities that move beyond a person doing just one event.

Further discussion included details of how to notify students of a scholarship opportunity, where to apply, the amount of the scholarship award, when applications will be accepted, and when the scholarship will be award. Historically this scholarship was awarded through the Office of Financial Aid. Keith Johnson shared that after meeting with Karen Sullivan and Patricia Robertson, it was determined that the Office of Equity and Inclusion would administer the award. Promotion of the award will be through the Office of Equity and Inclusion, President’s weekly announcements, Scholarship Office, Multicultural Center, Women’s Studies, etc. The application, eligibility requirements, criteria for selection, and submission guidelines will be posted on the Equity and Inclusion website following the same established deadlines for other university scholarships. Applications are to be submitted to the Office of Equity and Inclusion to be reviewed by the Equity and Inclusion Scholarship and Awards Committee. Work will begin on creating an electronic application as well.

Keith Johnson shared that Patricia Robertson is currently funding the scholarship. He would like to begin advertising that anyone can contribute to the scholarship fund. The dollar amount of the scholarship needs to be sustainable so it can be given out annually, such as \$200-\$500.

V. **New Business**

- A. **3<sup>rd</sup> Annual Equity and Inclusion Conference** - Kim Maturo reported that she has been working with the Office of Professional Development to create the conference registration page. Details of how ETSU students will be able to register for free are being worked out. Phyllis Thompson shared that the logistic subcommittee met with EventRebels to demo the conference platform and discuss costs. A demo is scheduled in the upcoming week for another platform called Whova. Phyllis Thompson shared that she also has experience with Hopin. A decision on using an outside provider platform or stick with a zoom webinar is expected by the end of next week. Keith Johnson noted that he met with Eastman Chemical and Nuclear Fuel who have both agreed to partner with the Office of Equity and Inclusion to fund the conference. Karen Sullivan, University Advancement, will be drafting a formal proposal for these partnerships. Joe Sherlin, VP Student Life and Enrollment has committed funds to support student attendance. Keith Johnson wants the conference to be open to all current ETSU students at no cost. Several other colleges/chairs/departments have expressed interest in committing funds. Keith Johnson will send a formal contribution request letter to the ETSU deans, chairs, and other department leaders. Additionally, registration fees fund the conference. Laura Terry shared that she may have funds available to offset the cost of ETSU student attendance. Mary Jordan added that the student track sub-theme for the conference is *From Discussion to Action: Tools for Creating Change*. Speakers for the student track are being discussed. Adrianna Guram shared that the programming and content subcommittee has confirmed five presenters/panelists. Session topics include Creating Brave Space, Racial Justice, and Decolonization of the Curriculum. Request letters will be sent for Dr. Paul Farmer and Dr. Vernon Walls as opening and closing keynote speakers. Dr. Walls will also be asked to have a role in the student track. The filmmaker of *I'm not a Racist* confirmed availability for a film screening and a meeting is to be set up to discuss screening, Q&A talkback, and other logistics.
- B. **Inclusive Excellence Training** - Keith Johnson shared that the current training session is going extremely well. It is really a train, the trainer model. There are two cohorts this semester. He has not yet determined how it will be rolled out to the entire campus; that is, will everyone be required to participate or take a different approach. Some of the literature suggests that individuals who don't want this type of training can oftentimes come out worse than when they started. The training experience is meant to be rewarding. The goal is to increase the number of diversity champions on campus who may have a positive impacted on those around them.
- C. **Climate Survey** - Keith Johnson informed the council that a HEDS campus climate survey will be distributed to faculty, staff, and student in late April. After the data has been collected, studied, and areas of focus identified, work will be done to implement items identified in the survey. There was a brief discussion about when was the right time to distribute the survey. Climate surveys are more about people than places. Keith Johnson would like a climate survey to be distributed annually.

Keith Johnson added that the board of trustees and Dr. Noland recently launched ETSU 125-Chapter II outlining strategic goals for the university. Equity and inclusion are a major part of the plan. He shared that he is looking forward to working with external sources to help envision the next 10 years to make sure we create a more inclusive environment.

**D. Data Reporting for E&I** - Keith Johnson is looking to establish a more structured formal process for colleges and departments to report their equity and inclusion efforts. The collection of this data can show we are moving the dial, making progress; not be driven by doing things for the sake of doing things, but doing things that are the best for us to do, and see if we need to continue, alter, or stop some things.

**E. Brainstorming** - The council brainstormed ideas for a survey/checklist to be completed by diversity champions about the type of work they would like to contribute, what are their interests, how would they like to be involved, etc. such as

- Assist with Corazon Latino,
- Assist with Hispanic Student Day,
- Students at open houses,
- Partnering with companies who have diversity and inclusion initiatives/priorities,
- Lead lunch and learn session,
- Call high schools to check on their equity and inclusion needs and offer solutions
- Community college partnerships,
- Host alternative breaks and bring faculty/staff along to experience a 24/7 experience with students,
- Alumni of color mentoring,
- Help with reviewing policies and workplace culture documents to ensure they speak for everyone in their unit
- Diversity and inclusion events in new space such as Martin Center and Culp Center to welcome students and campus back and into those spaces,
- Mentoring opportunities to current students of color
- Inclusion focus in first-year experience course
- Work on current projects in Office of Equity and Inclusion
- Write an article for the Equity and Inclusion monthly newsletter
- Maintain database for Office of Equity and Inclusion
- Faculty Fellow
- Work to develop and place more student diversity champions across campus

**F.** Agenda items membership subcommittee and response team tabled to the next meeting.

**VI. Next Meeting Date** – April 29, 2021, 1:00-2:00 pm, via zoom.

Meeting adjourned at 2:10 pm.

**Respectfully submitted by Kim Maturo**

<b>ACTION Items</b>			
<b>Status</b>	<b>Action to be taken</b>	<b>Responsible</b>	<b>Due Date</b>
12/17/20  1/28/21, 2/25/21	Dr. Patricia E. Robertson Diversity Leadership Award; Review award criteria.  Nomination criteria, nomination form, and cover letter will be drafted to present to Pat Robertson	Keith Johnson, Chassidy Cooper, Karen Sullivan (Uni. Advancement)  Adrianna Guram and Phyllis Thompson	Fall 2021
12/17/20  1/28/21	ETSU Staff Woman of the Year Award  Call for nominations went out to the campus community	ETSU Commission for Women Standing Committee	March/April 2021
12/17/20  1/28/21	Mary V. Jordan Inclusive Excellence Award  Committee reviewed submission guidelines, nomination form, cover letter		
12/17/20	Development of an Angela Claxton Freeman Award		
12/17/20	Establishment of a Dr. Angela R. Lewis Scholarship	Keith Johnson and Honors College	
12/17/20	HEED Award		
	Voices of Inclusion Award		Due October/November 2021