

DIVERSITY, EQUITY, AND INCLUSION Minutes

Date: Monday, March 18, 2019

Time: 12:00 noon (eastern)

Location: https://chapman.zoom.us/j/5614569351%3Chttps://urldefense.proofpoint.com/v2/url%3Fu=https-3A_chapman.zoom.us_j_5614569351&d=DwMFAw&c=ZiMMLwck1Y0gJjbWwMP8EkDRBmripXV4M6aASFu8qIq&r=rVRc2Tq4p82kRxdOVh-7WkfvMtcFjzlpVG6TduCXyEI&m=a6NR9F7GggVR40WuJ1nsLOezr246JuaHAN0i50_dmc4&s=3UTR5K813RIR4QwjXsdOJO_C9Su6XvgCtBN3SLFlezQ&e=%3E

Attendees: S. Crawford, D. Brown, B. York, L. Millar, E. John

I. **APPROVAL OF PREVIOUS MINUTES** – Approved unanimously

II. **AGENDA ITEMS**

A. Old Business

a. Proposed Budget

Meeting at ELC – time not set yet, which will effect budget for what type of food. Promotional items – can do, but ACAPT cannot help with graphics; printing can be done by ACAPT vendor, or printed by online vendor – less costly

b. Website Launch

Senobia noted that the Consortium for Interprofessional Education has a good website and it allows individuals to indicate interest online. This can promote the consortium without added expense

Preview – Senobia reported that a “preview” is not possible, ACAPT may need to launch the site so we can see it, then close, and reopen once we have identified any needed changes.

It was suggested that we might be able to do review it during one of our lunchtime meetings – April 1st. This would allow a short open window, without much chance of others seeing it until we want it open.

c. Travel Next and ELC

The discussion of travel to NEXT and ELC was raised, as an estimate of cost is necessary for the budget. After discussion it was confirmed that the focus will be on ELC as the main meeting, NEXT may be a place to advertise. Emmanuel noted that many do not attend NEXT, thus the meeting would be better at ELC.

B. New Business

a. Meeting Invites

i. Kai Kennedy

ii. Lisa VanHoose

Senobia noted that we need to make sure that communication is good between all of us, and make decisions as a group, thus she did not invite Kai or Lisa to this meeting. She has spoken with both of them previously, but wanted to wait to invite them until talking to them; other potential individuals include Jeannette Meadows – (history working with issues of diversity) and Scott Ward or Chad Cook – bring other voices into the mix. Emmanuel suggested that some may be invited for specific calls, but we should separate executive sessions (he also said Chad Cook is good option); Lisa and Kai can have an open invitation, but if decisions based upon executive committee are required, he suggested inviting them for the beginning and to put any executive committee decisions for the end of agenda, then ask them to leave so that executive decision could be made as such.

III. REPORTS

A. ELC Abstract

Dawn discussed her suggestions from Google document and sent them via email to those who had not opened the google document. Several titles were discussed, with the following being the agreed upon title:

Conversations on Diversity, Equity, and Inclusion: Attracting Talent to Reflect Societal Demographic Changes

Dawn suggested making sure there was active involvement from participants within the session.

Senobia has an assessment tool that might be useful and she will send it to the group for review; it gives feedback on what a group does well and areas that might need strengthening. Bernadette noted that this brings in the opportunity for programmatic reflection.

B. Website

Senobia noted that all should review the mission, etc prior to review of the website

C. Other

Dawn noted that we should discuss the responsibilities of each position, especially as the nominating committee will need to develop a slate. The first election for officers must be held within 1 year of establishment of the consortium. This will be added to the agenda for the next meeting – position roles and nominations.

IV. ACTION ITEMS

- Senobia will send out link for assessment tool.
- Senobia will work with Sandy to set up opening and closing of the website for review.
- Everyone review mission, vision, objectives, as they will be in website.
- Estimation of cost for ELC to Senobia for those that need

- Everyone - Research for abstract – background and references
- Lynn to find out how to set up Google folder – can download articles.
- Senobia – reach out to Lisa and Kai, to formally invite for the meeting after the 1st. (will meet every week until abstract etc formalized) –
- Everyone upload items to google – goal of Friday, March 29th.

VI. Next Meeting

March 25, 2019 at 12 noon, EST