**DIVERSITY, EQUITY, AND INCLUSION**

**Minutes**

Date: Wednesday**,** October 9, 2019

Time: 12:00 noon (eastern)

Location: Free conference Call: 605 313-4477; 140095#

**Attendees:** S. Crawford, D. Brown, L. Millar

**I. APPROVAL OF PREVIOUS MINUTES** - Approved

**II. AGENDA ITEMS**

1. Old Business
	1. **Website** – E. Trice has added new materials and will continue to add any items that we identify
	2. **Consortium membership** – Up to 16 now in website
	3. **ELC Conference** – Friday, October 18, 5 – 7pm, Hyatt Regency Bellevue – Grand G. Senobia still waiting for total estimate for cost, menu, etc. May drop # down to 25 individuals to help decrease costs.
	4. **Nominating Committee** - timeline for nominations and slates for coming year. Will discuss at Board meeting – need to put out a call for possibility for Directors at Large, Secretary, Nominating Committee. May want to put out call for 2 DOLs this year, then next year add 2 more – this way only rotating 2 off at one time.
2. New Business
	1. **ACAPT – DEI** – Executive Board Business Meeting
		1. Senobia presenting ACAPT Board Meeting at 12:00 – 12:20pm

Senobia had to develop a short report to present, and the items for accomplishments were discussed (submissions, marketing, meeting at NEXT, regular phone meeting), Web site content

* + 1. Lunch menu – based on the interruption in the schedule may be best to obtain lunch at noon
		2. Agenda for meeting: Organization – terms, nominations, Next steps (submission for another meeting)
	1. **ACAPT – DEI** Consortium Business Meeting – reviewed Dan’s PowerPoint and Dawn suggested some modifications.

**III. ACTION ITEMS**

Lynn – remind Eleanor to add meeting date and time for consortium

Lynn – put together a nominating committee packet for board meeting

Lynn – pull together times, etc for any DEI related presentations, then work with E. Trice to email all current consortium members

Senobia – put together script for a DEI privilege walk

Dawn – revise and send out powerpoint for review (for consortium meeting)

**IV. NEXT MEETING** – ELC Thursday, October 17, 2019; 12 – 5pm