

## Diversity and Inclusion Subcommittee

### Meeting Minutes

Tuesday, October 24, 2017

Roush Hall, Room 331

Chair Gatti called the meeting to order at 4:04 p.m.

Those in attendance were: Chair Bob Gatti, Lucy Cryan, Lydie Dorelien, Kristy Drobney, Will Elkins, Kristina Escondo, Scott Fitzgerald, Kristy McCray, James Prysock, Casey Rife, Bonnie Ward and Jane Wu. Chief of Staff Kristi Robbins was a guest.

**Conference call with Witt/Kieffer.** The meeting started with a conference call, moderated by Robbins, to Melissa Fincher, a consultant with Witt/Kieffer. They are an executive search firm conducting the presidential search for Otterbein. Fincher has been working with the university over the past two weeks to compile information resulting from campus forums of faculty, staff, and students.

Gatti explained the purpose and goals of the committee and expressed appreciation to Fincher for taking the time from her schedule.

Fincher asked what items were most important to the committee for the search. Those included:

- Recognition of the Chief Diversity Officer and hiring of same, embrace and support that position and the incoming officer
- Focus on campus climate, be a welcoming and inclusive person
- Focus on increase in diverse students and employees – have a strong belief in an inclusive community and the need for same, encourage programs and initiatives, and retention of talent, which includes the following steps established by Otterbein and input from committee members:
  - For faculty – a university, diversity prompt has been developed for hiring practices which includes questions for candidates; this is in a pilot-stage program
  - For staff/administration – questions for this group are being developed for use in interviews
  - Hiring website – has been updated, job postings are available, and language relative to more diversity has been established
  - Using a diverse pool for the presidential search
  - Recognize, stress importance of global citizenry and opportunities for travel abroad
  - Alumni Relations -- grow the affinity group, African-American Alumni Network
  - Marketing -- recognizing federal guidelines for Title IX, representing campus community
  - Faculty questions for employment (mentioned above) – evaluate same for presidential candidates on diversity and inclusion issues
  - A Leadership Profile will be composed including an extended job description, and to craft questions for interviews. This information will be made public.

Fincher asked if members knew of university presidents to model for Otterbein's presidential selection. Those of Oberlin College and Denison University were cited.

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Lastly, if anyone needs to ask more questions or offer input regarding the search, they can be sent to [otterbeinpresident@wittkeiffer.com](mailto:otterbeinpresident@wittkeiffer.com)

**Report on Fall Conference.** Gatti reported the event was held on October 10, 2017, with over 220 staff registered.

The conference began with a great keynote speaker, Nicole Nieto, who presented her insights from 9:00 a.m. to 11 a.m., followed by two breakout sessions with eight programs, four per session, and ended with lunch.

The program themes were:

X Marks the Spot: Microaggression

Breaking Down Socioeconomic Barriers to Student Achievement

Transitions: Are You Prepared?

Beyond Homesickness: How you can help students facing mental health struggles

Developing Allies for Social Justice

Socioeconomic Barriers

Connect with the Library - Partnership for Social and Cultural Impact

Creating a Student First Environment

The conference theme this year was, “Being a Student-Ready University in the 21st Century”.

Evaluations were sent out last week and are to be completed by November 1. The committee will review the responses for data to determine future events.

### **Working group reports:**

- Communication and Conversation –
  1. Common Hour debrief – In Co-Chair Plank’s absence, Prysock reported on the Common Hour held yesterday (Monday, October 23), the theme being “Breaking White Silence”, a discussion on speaking out against racism, disrupting white supremacy, and being an ally in given situations. A case study was introduced and participants took part in a practice addressing these issues. The event was very well received, with many participants.
  2. Equity webpage – Elkins noted the UnderSTAND section has been updated with an article, “Focus On: White Supremacy and Racism”.
  3. Newsletter update – Elkins noted a meeting with Dan Steinberg and his class is scheduled to collaboratively work on the newsletter.
- Campus Climate –
  1. Scorecard – Fitzgerald noted this working group’s first meeting will be October 30. The focus will be on last year’s scorecard and to look at the entire Diversity Scorecard and find one that is more user-friendly, to access links, and review more information for same.

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2. Diversity prompt -- Fitzgerald stated the pilot is in place for faculty applications, with a series of questions for each candidate to answer. Those questions are attached. The next step is to address a procedure for applicants/candidates of administrative and staff positions; diversity questions are now being compiled.
- Action Implementation –
    1. Prysock reported there are currently three (3) people signed up for this working group and asked if anyone else may be interested in serving. Their first meeting is to be scheduled soon.

**CDO (Chief Diversity Office) update.** Gatti opened by stating a task force was appointed to establish a proposal for the hiring of this new position. The task force completed the proposal and submitted it to President Krendl last week. A summary of the proposal follows:

- In 2015, a multi-year plan for diversity and inclusion through 2020 was established by the Diversity & Inclusion Committee. In that plan, it called for the creation of a Chief Diversity Officer (CDO). This request was also included on a list of expectations from the student rally in April 2016 -- the students did not want the University to wait until 2020 for the CDO position to be filled.
- As a result, in the summer of 2016, Otterbein sent a delegation to the National Conference on Race and Ethnicity (NCORE) in San Francisco to learn best practices for addressing diversity and inclusion and to better understand the role of a CDO within a university. And, in spring of 2017, a CDO Exploration Committee was formed with the charge of writing a proposal and submitting it to the president.
- The committee conducted two (2) telephone interviews with chief diversity officers -- one from the University of Dayton who had previously worked at a small school similar to Otterbein, and one from Baldwin-Wallace, a school comparable to Otterbein.
- The committee also reviewed research conducted by Witt-Kieffer, will be conducting a diversity audit, and reviewed results from an NSSE (National Survey of Student Engagement) survey.
- There were three (3) recommendations submitted to the president:
  - Establish a CDO position, a job description and a budget for the office.
  - Hosting the Regional HERC (Higher Education Recruitment Consortium) and support the hiring of a new director. HERC is an association developed to trail spouses/partners for job placement, supporting a database for hiring and a job posting board with regional breakdowns and job vacancies. This position would be a collaborative effort and there would be shared responsibilities, as well as salary considerations.
  - Maintaining the present position of the Diversity and Inclusion Fellowship until the new president is chosen.

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**Other.** Gatti asked for other concerns, topics of discussion. Escondo inquired about the working relationship of the committee with student cultural groups. There was some discussion on suggestions for same – participation in student organization events, campus activities, and inviting student board presidents to committee meetings. There will be more follow-up at a future meeting.

Gatti mentioned the last meeting of the semester is Tuesday, November 7, 2017. As it's only two (2) weeks away, members will be notified if this meeting will be held or cancelled.

The meeting was adjourned at 4:54 p.m.