

## **Diversity and Inclusion Sub Committee**

### Meeting Minutes

Tuesday, October 4, 2016

Roush Hall, Room 330

Chair Gatti called the meeting to order at 4:05 p.m.

Those in attendance were: Chair Bob Gatti, Ciara Atkinson, Jennifer Bechtold, Anaemy Danner, Kristy Drobney, Will Elkins, Scott Fitzgerald, Victoria Frisch, Wafaa Jallaq, Margaret Koehler, Andre Lampkins, Lejla Malcy, Kathryn Plank, James Prysock, Donna Rhodeback, Wendy Sherman-Heckler, Bill Stoddard, and Erica Womack.

#### **Working group reports:**

- Campus Climate –
  1. Knowledge-based survey -- Fitzgerald noted, with the assistance of Denise Hatter-Fisher, reported on the Intercultural Competence and Diversity Survey, and asked the committee their thoughts on university participation. There is no cost and it provides student incentive for participation. Varied scores measure knowledge. There must be fifty or more participants. The pilot is scheduled for January 2017 with a field test scheduled for August 2017. There are multiple times for taking the tests. The committee agreed Otterbein should conduct this survey in addition to the campus climate survey.
  2. Diversity and Inclusion survey – Fitzgerald reported Sean McLaughlin stated this survey includes some of the same questions as the Research and Institutional Survey. Of note is how often the survey should be conducted to get best results. It is most often every three to four years for better measures. This includes comparisons to peer institutions and effectiveness of those results. Recommendation is to conduct the survey every three years, starting in Spring 2017. Money is available for this survey and will be beneficial as we receive national data.
  3. Executive summary – Fitzgerald will check with McLaughlin regarding its creation and questions for same. More information will be provided at the next committee meeting.
- Communication and Conversation –
  1. Web and newsletter update -- Sherman-Heckler, with Elkins assisting, reported on the website updates and progress of design. It is now available to access, going live on September 30. The link is [www.otterbein.edu/public/equity-inclusion.aspx](http://www.otterbein.edu/public/equity-inclusion.aspx) -- under Stand Out, About, Equity and Inclusion. It is not on O-Zone yet but the IT department is working on it. Information will be listed on the Monday Cardinal Newsletter. Suggestions were made that it be accessible as a tab on [www.otterbein.edu](http://www.otterbein.edu) or a permanent front page section/option.

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Sherman Heckler noted a newsletter, “Equity and Inclusion Matters”, was developed by Dan Steinberg, a Communications instructor, and student Erica Meier. It is also found at the above link and can be downloaded. It has been distributed to some offices on campus and at homecoming on October 1. The newsletter highlights articles with current topics of interest, such as Zero Tolerance, director comments, campus events and calendar, and relevant data. It will be published per semester. Sherman-Heckler also suggested committee members think of discussion topics for future articles and the addition of an “Understand” section on the web, where content of topics is defined.

2. Common Hour, October 19 – The committee has been asked to conduct this event on Wednesday, October 19. Topics to consider stem from conference follow-ups from the Spring, Fall Faculty, and Administrator and Staff Conferences. Those include support for an inclusive climate, student expectations from the spring rally, equity and inclusion topics, recruitment, and learning and implementation.
3. As an aside Sherman-Heckler noted there were no student committee members on this working group. Information will be sent out to those interested.
  - Action Implementation – Prysock shared the document for the Academic department’s Question of the Year analysis includes three parts, totaling fifty pages for review. This will be completed the week after fall break.

### **Administration and Staff Conference, October 11:**

- Gatti reported the conference will be held on October 11, with a similar format that was used at the Fall Faculty Conference. Kim Brazzwell and Suzanne Ashworth will be the keynote speakers. Four (4) breakout sessions are part of the program, with a discussion afterward regarding the session topics. To date, 170 people have registered for the conference. Follow-up reminders will be sent out for registration.
- Also, of note is the OFIC Conference on Diversity and Inclusion on October 25 at Ohio Dominican University. Otterbein will be presenting through funding received in 2015.

The next meeting is scheduled for Tuesday, November 8, 2016.

Meeting was adjourned at 4:45 p.m.