

# Agenda

## Diversity and Social Justice Council Meeting

### Connecticut Room – Gelsi-Young Hall

December 3, 2010 – 10 A.M.

1. Review and Accept Meeting Minutes 10 min
  2. Update on Council Submission of University Diversity Statement
  3. Finalize Council Sub-committee Assignments 10 min
  4. Review for Acceptance Council Mission 5 min
  5. Discuss Council Objectives for 2010-2011 30 min
  6. Begin Review and Discussion of Council Structure and By-laws [Time Remaining]
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**Diversity and Social Justice Council  
Minutes  
December 3, 2010**

**Gelsi-Young Hall  
Connecticut Room 10 – 11 a.m.**

**Attendance:** E. Matthews-Armstead, T. Bouley, C. Cid, S. Dowling, R. Free, D. Hannon, S. Heyward, D. Messologitis, L. Price, P. Starr, D. Ugurlu

**Absent:** A. Beltran, K. Crone, W. Diaz, K. Dugan, M. Fugere, J. Garewski, J. Gomez, L. Hamilton, E. Mavor, M. Pernal, L. Price

**1. Review and Accept Meeting Minutes**

The minutes of the November 12, 2010 meeting were reviewed and accepted by the Council.

**2. Update on Council Submission of University Diversity Statement**

The Diversity statement was submitted to the Senate Chair and Eunice Matthews-Armstead is waiting for feedback.

**3. Finalize Council Subcommittee Assignments**

The subcommittee assignments were assigned to individuals according to their role at the University. The four subcommittees include:

- Campus Climate
- Institutional Viability
- Academic Programming
- University Programming

Ms. LaQuana Price was selected to the Institutional Viability subcommittee in Kim Crone's absence. Eunice Matthews-Armstead will meet with subcommittee chairs before the end of the semester to prepare for next semester.

**4. Review for Acceptance of Council Mission**

The Mission Statement of the Council was accepted unanimously.

**5. Discuss Council Objectives for 2010-2011**

Eunice Matthews-Armstead began an open discussion about the Council's objectives for the year. A template for monitoring the assessment of the Council related to the Strategic Plan Initiative 4.5 Diversity was distributed. Eunice Matthews-Armstead explained how the assessment objectives can be measured and obtained by the end of

the year. The goal is to have each subcommittee group make individual objectives for the following year. The estimated time for completion is May 2011. After review of the assessment template the Council agreed as follows:

- Approved objective one of the template.
- Eunice Matthews-Armstead stated that Objective Two is one of the global objectives and asked the Council for suggestions. It was suggested to distribute a survey to departments to identify activities that they believe support the Diversity Mission of the University.
- It was suggested to change Objective Two wording - "To heighten and assess perception and awareness of the Diversity Mission among members of the University community."
- Use technology to communicate various types of data and data source from the Council. It was suggested to incorporate this information into the dashboard. It was decided the first step is to make the community aware and then measure their level of awareness in the second part of the objectives by the subcommittees. Each committee will be charged to meet with different groups on campus.
- How to measure the outcome of this? Assess the perception in an actual survey and ask about the mission in the survey. It was agreed to go with part one to heighten the new diversity mission and definition with a survey for faculty and staff at the University meeting.
- Suzanne Dowling asked does the community know where to go to get information about the Diversity Mission and Council. Dr. Cid added this information should be incorporated where the Core Values are posted. It is important for the campus community to know that the Diversity Council works with institutional programs.
- It was decided that the Diversity Mission Statement will be sent out to the community by a public relations method and in May at the University meeting another survey will be distributed.
- Survey - The faculty and staff will be asked if they know about the Diversity and Social Justice Council and the data will be the testing instrument used to analyze the results and provide the Council with an idea of what is required to move forward. Then, based on the results, it will inform the Council on the status of awareness. Faculty and staff will be asked to fill out a survey card that will be on each table and at the end of the meeting the cards will be collected. It was decided to distribute the survey at the January meeting.
- Dean Cid suggested that someone from the Council visit the December 16 meeting with the Department Chairs to get feedback regarding moving forward. Eunice Matthews-Armstead agreed to attend the meeting.

Despina Messologitis stated that students are not aware of the Diversity Council. It was suggested that the Council work with RA's to distribute information about it to create a large student response. It was suggested to add a survey card at student orientation as well as new faculty orientation.

Eunice Matthews-Armstead restated that the objective is to obtain the community's idea about diversity and measure it. Also, the objective is to assess the perceptions and then measure the qualitative and quantitative data responses for feedback.

- Assessment Objective Three: Objective one is clear and Objective Two has been broken into two categories which are heightening awareness of mission and definition and Assessment Objective Three is the second part of Objective Two to assess the community's perceptions.

LaQuana Price noted that faculty was mentioned, but the majority of the maintenance staff will not be at the University meeting. It was decided the University meeting will be a sample for faculty and staff. Based on the sample response, the Council will continue to reach other areas of the campus community.

Susan Heyward inquired about the planning phase for reaching out to other campus populations. Eunice Matthews-Armstead clarified that the University meeting is the beginning phase. The goal is to get the objective piece complete. The University's perception will be the next objective. The subcommittee groups will determine the areas to contact based on their groups. For example, the Academic Programming subcommittee will look at other places that are not academic and are doing activities as well as academics that include University Hour, Arts and Lecture Series, Brown Bag Concerts, etc.

Eunice Matthews-Armstead concluded that the Council will keep Objective One, break down Objective Two and proceed with Objective Three. Also, she will send the Council's recommendations to Dr. Sudha Swaminathan for feedback.

## **6. Begin Review and Discussion of Council Structure and By-laws**

To be discussed at a future meeting.

Meeting adjourned at 11:08 a.m.

Respectfully Submitted,  
Katherine A. Escobar

Handouts:

1. Template for Monitoring the Assessment of Strategic Plan Initiative 4.5:  
Diversity
2. Diversity and Social Justice Council Subcommittee Assignments