

Diversity Infusion Committee Meeting Minutes

Date: October 3, 2014

Location: Melbourne Campus, 2-207

Chair: Andrew Forbes

Meeting Time: 9:00 a.m.

Attended: Belynda Cain, Roland Chambers, Sharon Fletcher, Andrew Forbes, Carol Harvest, Mansoor Khan, Dorothy McCalla, Cristina Oropeza, Kristie Rose, Provost Bev Slaughter

Old Business:

- **Approval of April 4, 2014 Minutes**
Belynda motioned for approval of the minutes. Carol seconded the motion.
- **Vote on SPC 2608H**
The vote will be postponed until the votes on SPC 2052 and PHC 4031

New Business:

- **Canvas Course Shell**
Andrew informed the Committee that a Course Shell for the Committee is active in Canvas. Roland will contact IT to have Committee members participate as teachers.
- **Diversity Infusion Committee Template**
- Andrew notified the Committee that the DIC template is missing from the AAC site. Andrew contacted the AAC Chair to correct this omission.
- **Voting Status for Staff**
Andrew began discussing the possibility of staff members on the committee being able to vote on recommendations of diversity designation. Provost Slaughter explained staff and administrators do not vote and because they are considered only as participatory members, but a change can be addressed. Provost Slaughter advised the committee to contact the AAC, as any change of the rules will set a precedent that may affect other committees.

While it was acknowledged that many staff members hold higher degrees and are part of the academic structure of the college, the committees are faculty driven as part of the AAC and voted on by faculty through the process of shared governance. The discussion was tabled until the February 6th **February 6, 2015** meeting. Andrew will contact other Committee Chairs to gauge their opinions about **included** Staff as voting members.

- **DIC Purpose Statement**
The committee voted on the revised language for the DIC. Mansoor motioned to approve Dorothy's version with a minor addition of language to include the phrase, "toward this

goal” as part of the statement. The committee approved with no opposition. The new statement will be presented to the AAC for approval.

- **Course Approval Folder**

Andrew proposed a Canvas Course Approval Folder for the submissions to the Committee **perhaps change to submissions to and from the Committee**. Roland will contact IT to add Committee members as instructors. It was decided this would be used as a centralized forum for voting and reviews. Roland will create the folders.

- **Membership Status**

Andrew called for an understanding that members serve for a two-year commitment with annual renewals when a member wants to remain in **on** the committee. August to May will represent one academic year. Some who attended the April meeting agreed to start their term with this semester, with the acknowledgement that they participated prior to the semester. Committee members will email Andrew their term dates for a compilation. Roland will check the minutes of past meetings.

- **DIC Checklist**

The current language of the form was discussed. It was decided to leave sections of the form vague, in order to encourage a broader participatory base. It was also decided to replace the current statement with the new purpose statement in order to better explain to the faculty the goals of the committee. It was decided to add “Process Information” to the Core Abilities section. The template for the form needs to be reviewed to see if “Process Information” might have been included, but cut off from the printed version. The Committee tabled the discussion for the February 6th meeting.

Fire Alarm interrupted the meeting.

Mansoor motioned to table the discussion and move to Canvas. Carol seconded the motion. The committee will make a recommendation by January 16th.

- **Diversity Designations of courses**

SPC 2608H: Belynda motioned that SPC 2608H to be designated as Diversity Infused. Carol seconded the motion.

SPC 2052: Kristie motioned that SPC 2052 be declined and resubmitted with revisions. Cristina seconded the motion. The COS will have to be resubmitted to the CDC for approval. Andrew will contact Laura Earle to confirm the process.

PHC 4031: Kristie motioned that PHC 4031 to be declined and resubmitted with revisions. Cristina seconded the motion.

- **Course Outreach Project**

Andrew proposed identifying courses that qualify for a Diversity Designation but have not been changed, and contacting the Cluster Chair to change the status. Andrew also proposed the creation of a Diversity Designation Workshop for faculty. It was suggested that Barbara Kennedy, director of the CTE, to be involved in and help to develop the workshop for possible inclusion as a Professional Development workshop. It was

decided to begin preparing a proposal in the spring semester, by the February 6th meeting.

The future possibility of developing a Global Studies Certificate Program was mentioned for a later discussion.

Meeting adjourned: 12:00 noon

Meeting notes submitted by Roland Chambers, Vice Chair (audio recording of the meeting was agreed upon by the Committee on October 6, 2014; copies available upon request).

Next meeting: Friday February 6th, 2015 at the Cocoa Campus (the room location will be sent to the Committee) at 9:00 a.m.