**MINUTES**

**Chancellor’s Committee on Inclusive Excellence**

**University of Wisconsin - Whitewater**

**Monday, February 4, 2019 | 2:30PM – 4:00PM**

**UC 261**

*Present:* Bob Barry, Ola Bamgbose, LaVar Charleston, Jes Cisneros, Jess Clayton, Deanna Guthrie, Kim Knesting-Lund, Miao-Ching Liu, Courtney Luedke, Marco Marquez, Han Ngo, Brian O’Neill, Julia Rowehl, Lauren B. Smith Ozalle Toms, Terry Tumbarello, Sara Vogt, Margaret Wheeler, Susan Wildermuth, Kenny Yarbrough

*Minutes Recorded by:* Jess Clayton, Research Analyst (sitting in for Brittany Dickerson)

*Meeting began at 2:30 PM*

**Approval of Minutes**

Chancellor’s Committee on Inclusive Excellence Minutes for January 17, 2019

Motion was made by Bob Barry and seconded by Terry Tumbarello to accept the minutes as recorded. Motion approved unanimously.

**Rescheduling of 33rd Annual Martin Luther King, Jr. Commemorative Event**

Dr. Yarbrough informed the committee that the majority of events associated with the33rd Annual Martin Luther King, Jr. Commemoration would be rescheduled. He commended all who participated in the video recording and thanked Drs. Courtney Luedke and Eric Loepp for their showing of the video and the discussion that followed on Tuesday, January 29 (as this was the only event not cancelled as a result of the cold weather). Dr. Luedke indicated that in addition to her class, 15 – 20 additional people attended the video and discussion on Tuesday morning.

Dr. Yarbrough informed the committee that Dr. Charleston would be rescheduling Dr. Green’s visit to campus after February (due to scheduling conflicts). Terry Tumbarello indicated that once this event was rescheduled, he would again ask RAs to attend with student living in their resident halls.

Dr. Luedke asked if the showing of the movie Selma would be rescheduled, and Dr. Yarbrough indicated that he would do so, and arrange the showing to coincide with Dr. Green’s visit (ideally scheduling the movie before Dr. Green’s address). The committee voiced no objections to this plan, when addressed. Dr. Yarbrough indicated that, ideally, the movie would be shown on a Tuesday, and Dr. Green would address campus on the subsequent Wednesday. Dr. Toms indicated that her students and faculty were still very enthusiastic about Dr. Green’s visit.

**Black History Month Events**

Dr. Yarbrough indicated that, as far as he was aware, UW-W does not have a history of recognizing Black History Month (and similar month-long commemorations of diversity) as a campus. Dr. Luedke mentioned that while she attended UW-W, the Multicultural Heritage Lecture Series was expanded from its original focus on celebrating Black History Month to a series that explored multiculturalism through the academic year. Dr. Charleston indicated that while SDES does sponsor events for Black History Month, he would like the Black History Month celebration to be larger than his office.

Dr. Yarbrough indicated that the Office of the CEDIO is planning to engage in two initiatives designed to acknowledge Black History Month (and similar month-long commemorations of diversity) at the university level. The first would be a daily “fact” on the UW-W diversity webpage regarding Black History Month, and the second would be a picture project involving faculty, staff and students. For each month-long commemorations of diversity, selected members of the UW-W community would be asked to provide a response to a prompt, and then photographed; the photo would be mounted with their response. These initiatives would be continued each month to recognize Women’s History Month (March), Hispanic Heritage Month (September), LGBTQ History Month (October), etc. (*This discussion was continued later on in the meeting, please see below*).

Dr. Yarbrough indicated that he has only been working on these initiatives since the end of January, and they are therefore still in the planning stage.

Dr. Yarbrough informed the committee of the other events planned for Black History Month.

* **February 13, 2019:** Soul Food Luncheon from 12 – 1 pm in UC 275
  + Catered by a soul food restaurant in Milwaukee, open to everyone, with food ordered for 150.
  + Dr. Toms will give a lecture on the origins of soul food during the luncheon
* **February 20 or 21, 2019:** Black History Month Program (2 pm or 10 am or 12 pm, depending on which day and speaker the Chancellor chooses)
  + Performance by Chamber Singers
  + Talk by Chancellor Green
  + Stepping performance by NPHC
  + Speaker (TBD)

Dr. Yarbrough then continued to discuss the picture project (see above). The prompt for this year’s Black History Month picture project is “What does Black History Month mean to you?” Responses should be 300 words or less. Individuals have already been selected for this project, and statements are due February 7, 2019.

Dr. Yarbrough plans to exhibit one photo with quote in each academic building on both the Whitewater and Rock County campuses. Dr. Yarbrough indicated that the IE Committee would serve an advisory role on this project (but would not provide staffing).

Dr. Yarbrough indicated that the prompt for Women’s History Month would be “I too am a Warhawk.” Dr. Smith indicated that Dr. Ellie Schemenauer who heads the Women’s Issue Committee should be contacted, as this committee already has plans for Women’s History Month. Dr. Yarbrough indicated that he would be in contact with this committee and that he hopes to unify event scheduling on diversity and inclusion events on campus.

The committee then discussed scheduling problems on campus as they relate to the lack of usefulness/functionality of current university-wide calendar options. Dr. Charleston related a recent interaction with a visitor for whom he could not provide a comprehensive calendar of events related to Black History Month. Bob Barry indicated that the reception for the *Lands We Share* exhibit taking place today (2/4/2019) was not announced. Terry Tumbarello indicated that this issue has been raised many times and that the problem appears to lie with the lack of direction on which department or office should vet submissions and the fact that it is not comprehensive. Dr. Charleston indicated that he believed that the UMC was responsible for vetting items on the current calendar, but that, in his experience, some events are not appearing in the calendar, even when submitted. Dr. Yarbrough acknowledged these problems, particularly the need for a culture shift on campus regarding the importance of a coordinated and comprehensive calendar of events. Dr. Yarbrough also indicated that Chancellor Green was aware of the issue and was keen to work with UMC to find a solution to this problem.

**2019 Spring Diversity Forum**

Dr. Yarbrough confirmed that Georgia Stitt will be the keynote speaker at the Spring Diversity Forum. She will present to campus at 10 am on February 28, 2019; afternoon events will be held in the College of Arts and Communication and focused on working with students; these events will be coordinated through Dr. Hayes and will include a Master Class that will be open to everyone.

Dr. Yarbrough also announced that the College of Arts and Communication will be hosting Marquese Carter from Indiana State University on February 22, 2019. Mr Carter is an expert on African American Classical Vocal Music and he will be giving two performances on campus:

* 12 pm Solo Recital
* 3:30 pm Performance with Chamber Choir in Recital Hall

Dr. Yarbrough indicated that UMC had been asked to promote this event. Dr. Charleston also indicated his strong interest in promoting this event. Dr. Luedke asked if tickets were required to the event, and Dr. Yarbrough replied that he did not know and suggested that Dean Hayes should be contacted for specific details.

Dr. Yarbrough then discussed the second forum event, a student-led roundtable discussion on February 26 starting at 12:00 pm in UC 275. Dr. Yarbrough indicated that he is looking for students who are interested in participating. In addition, Dr. Yarbrough confirmed that the film *13th* will be shown in the UC Summers Auditorium on Tuesday, February 26. Drs. Eric Loepp and James Levy will be facilitating a panel discussion around the film starting at 6:30 pm, and that Marissa had begun to promote this film. Margaret Wheeler asked about the current composition of the panel and Dr. Clayton replied that she knew only that Drs. Eric Loepp and James Levy planned to participate.

Dr. Yarbrough indicated that there will also be Spring Diversity Forum events at the Rock County campus; however, he is waiting to hear back from Dr. Maddux, who is meeting with the Rock County IE Committee this week. Dr. Yarbrough expects to know more by Friday.

Dr. Bamgbose asked if there was a UW-W Diversity Committee webpage and whether we (the IE Committee) could have our own webpage. Dr. Yarbrough replied that he was currently working on developing his own website, and that once established, this webpage would be part of this site. The committee then discussed the current Diversity webpage, the history of the management of this page and the possible owners of this page. Han Ngo suggested that the UW Connections Center should know more about current ownership and maintenance of this page.

**Subcommittees**

Dr. Yarbrough requested that additional committee members sign up for sub-committees. The subcommittee members are as follows (individuals added to each committee during this meeting are indicated with an asterisk (\*)):

Programming

Han Ngo

Margaret Wheeler

Ozalle Toms

Jess Clayton

Kari Borne

Julia Rowehl

Susan Wildermuth\*

Deanna Guthrie\*

Policy & Procedure

Jes Cisneros

Bob Barry

Courtney Luedke

Lauren B. Smith\*

Sara Vogt\*

Terry Tumbarello\*

Ola Bamgbose\*

Kim Knesting-Lund\*

The programming committee is intended to organize celebrations, diversity forums, and ad hoc programming related to inclusivity and diversity. The themes for each of these programs will be discussed and agreed upon by the entire committee, and Drs. Yarbrough and Charleston will lead this process.

The policy and procedures committee is intended to organize the mechanisms and policies necessary for a consistent and comprehensive approach to inclusivity and diversity at UW-W. Dr. Yarbrough discussed Hate Bias Incident Reporting in this context, and indicated that the committee associated with this reporting needs to be reconfigured, and to that end, it may need to work with the IE sub-committee on policy and procedures.

The committee then discussed the importance of international students, faculty and staff within the context of the IE committee. Specifically, Dr. Yarbrough acknowledged Dr. Wildermuth’s leadership on the International Committee. Dr. Wildermuth asked if a third committee focused on inclusivity and diversity training was necessary. Dr. Yarbrough shared with the committee that a trainer was already scheduled to be hired; this individual would work 0.5 FTE in Human Resources (HR) and 0.5. FTE with the CEDIO’s Office. Dr. Yarbrough also indicated that he and Janelle Crowley (Chief HR Officer) are currently in the process of writing these training manuals.

Dr. Wildermuth recounted her positive experience at the recent AAC&U conference with regard to the need for training on international diversity issues in higher education, and she shared an example from this conference of an institution (not named) that has created a series of trainings based on specific topics that tapped into faculty and staff expertise in international diversity issues. The training she described was provided to members of this institution online, and was followed by a face-to-face debriefing, and eventually led to a certificate for those members of the institution that completed all training in a particular module. In this example, the modules were provided to outside institutions and eventually became a revenue stream for the institution. Dr. Wildermuth concluded that it was important that all faculty and staff were included in such training, not just instructors. Dr. Wildermuth indicated that while she is not interested in taking a leadership role in international diversity training on the IE committee (due to her other commitments), she was very excited by the AAC&U examples.

Dr. Smith asked if Dr. Yarbrough and Janelle Crowley planned to include gender equity training in these HR training manuals. Dr. Yarbrough replied that sexual harassment training would remain the purview of the Title IX coordinator and that not all modules has been developed at this stage. Margaret Wheeler mentioned the need for increased HR training for dealing with international faculty, both in HR and at the department level, citing concerns that departments are unintentionally asking illegal questions of international faculty, and are not aware of the legalities involved in international faculty work permits, and that this may be alienating international faculty.

Dr. Charleston indicated that he and Dr. Yarbrough will discuss the scope of each committee and then send out formal charge to committee members; this will be followed by a request for leadership of each sub-committee.

**Evaluation of Events Survey**

Dr. Clayton expressed her appreciation of the feedback she had received from committee members regarding the wording and content of the evaluation survey developed for the 33rd Annual Martin Luther King, Jr. Commemorative Event. She indicated that she would develop a similar evaluation survey for the Spring Diversity Forum, which she would circulate for comments from the committee. The purpose of these evaluation surveys is to provide a consistent format for feedback on events; to that end, Dr. Clayton appealed to the committee to provide guidance on questions and/or wording that could be added to this survey to ensure it was measuring the objectives related to diversity found in Strategic Plan.

**Diversity Statement**

Dr. Yarbrough indicated that there is a trend among institutions of higher education towards creating formal diversity statements for individual campuses. Dr. Charleston indicated that UW-W is behind the trend in this regard. Marco Marquez indicated that he believed that the sub-committee that met in the summer to discuss the diversity statement should meet again to confirm the changes to the language of the statement discussed in August; following this meeting, the diversity statement could then again be presented to the IE committee as a whole for discussion. Dr. Yarbrough indicated that Brittany will send out the current statement to the summer sub-committee and arrange a meeting. He also indicated that reviewing the Diversity Statement should be added as an agenda item for the March meeting.

**Trajectory of the Committee**

With regard to the Campus Climate Survey, Dr. Yarbrough thanked the summer sub-committee, under the leadership of Dr. Toms, for their work on the campus climate survey. Following a meeting of SPBC, Dr. Yarbrough has decided to use an outside vendor for this survey, and cabinet is in agreement with this decision. Dr. Luedke asked what types of vendor Dr. Yarbrough was considering for the survey design and administration, and whether the survey content already discussed could be incorporated into the vendor survey. Dr. Yarbrough replied that he planned to consider only those vendors who work primarily with institutions of higher education. Dr. Luedke also asked if the IE committee would get a say in which vendor was eventually chosen to administer the climate survey, and Dr. Toms asked if the IE committee would get an opportunity to meet with the vendors. Dr. Yarbrough indicated that he planned to select five (5) vendors for the committee to review.

Dr. Bamgbose asked if the statement regarding cultural fluency was still part of the Strategic Plan objectives related to diversity. Dr. Yarbrough indicated that he had explained to SPBC the difficulty of completing Objective 2 before Objective 1 was complete, as these objectives are co-dependent. Dr. Yarbrough indicated that these objectives are being discussed at the cabinet level, and that he will send out the current language being discussed to the committee.

The conversation then returned to the issue of the climate survey. Dr. Yarbrough explained to the committee that UW system is still planning to conduct a campus climate survey that contains a sexual harassment component; however, while the UW system survey is still scheduled to be administered in Fall 2019, it is unlikely that UW system will be able to meet that deadline.

Dr. Yarbrough indicated that the campus climate survey was a priority in part because no survey of this kind had been administered on campus since 2008. Some committee members mentioned that they remembered that a UW system survey on climate had been administered in 2017, but they could not remember what it contained.

Terry Tumbarello indicated that EAB (the vendor replacing Mapworks on campus this fall) has a campus climate study program that may already be paid for as part of the new contract. If this is the case, it may eliminate the need for a RFP. Dr. Bamgbose asked if it would be possible to modify the EAB survey, and Terry Tumbarello replied that he did not know if this were the case.

Bob Barry asked if anyone had been able to find a copy of the 2008 survey, and Dr. Toms indicated that she had sent a copy of this survey to Dr. Yarbrough in January.

Dr. Yarbrough announced that he had met with the Inclusive Excellence Fellows to discuss the program. The stipend for these fellows will be raised to $48,000/year. Starting this coming AY, Fellows will be expected to serve on the IE Committee associated with their College; if they continue with the fellowship into a second year, they would be invited to serve on the Chancellor’s IE Committee. Dr. Yarbrough indicated the announcement regarding the IE Fellowship would be sent out next week and he encouraged the committee to encourage individuals to apply.

Bob Barry asked if IE Fellows have the capacity to contribute to the sub-committees associated with the Chancellor’s IE committee. Dr. Yarbrough responded that each College had been asked to create a Diversity Coordinator Program (modelled on the template pioneered by Dr. Toms in the College of Education and Professional Development), and that Fellows were to work with the Diversity Coordinator in each College.

Dr. Yarbrough indicated that he appreciated the efforts of everyone who has supported the committee over the last nine (9) months.

**Questions**

Marco Marquez shared with the committee that he would be graduating in the spring, and that he will work with WSG to find new student government representatives for this committee. He plans to bring two new students to next committee meeting.

Dr. Luedke indicated that she believed that students should receive a stipend for participating in this committee.

**Adjournment**

Marco Marquez moved to adjourn and Dr. Wildermuth seconded.

*Meeting adjourned at 3:49 PM*