**MINUTES**

**Chancellor’s Committee on Inclusive Excellence: Summer Subcommittee**

**University of Wisconsin - Whitewater**

**Monday, July 9, 2018, 9:00AM – 11:00AM**

**University Center 262**

*Present:* Ola Bamgbose, Kari Borne, LaVar Charleston, Jess Clayton, Miao-Ching Liu, Marco Marquez, Ozalle Toms, Kenny Yarbrough

*Minutes Recorded by:* Brittany Dickerson, Program Assistant Confidential

*Meeting began at 9:00AM*

**Ice Breaker**

Dr. Yarbrough began the meeting with a brief exercise during which all the members of the committee were able to reflect on their ideas of what diversity means to them.

**Approval of Minutes**

Chancellor’s Committee on Inclusive Excellence: Summer Subcommittee Minutes for June 20, 2018

Motion was made by Dr. Kenny Yarbrough and seconded by Dr. LaVar Charleston to accept the minutes as recorded. Motion was approved unanimously.

**Diversity Forum Logistics**

Proposed Budget

Dr. Yarbrough shared that he submitted a proposal for the Diversity Forum budget requesting $40,000. If the amount is approved, this would leave $20,000 for the Fall Forum and $20,000 for the Spring Forum. Dr. Charleston stated that one of the keynote speakers from last year was roughly $10,000, meaning that there would be about $10,000 left over for the remainder of the event (assuming that the keynote speaker costs the same amount as last year).

In past years, the budget was incumbent on the college that was running the forum (additional funds were provided by the university as needed). From now on, everything will be funded by the university. Dr. Charleston stated that there is not currently a good baseline for what is needed for the forum and that the committee could use this year’s forum to create a baseline for future years.

Finalize Dates & Locations

Dr. Yarbrough expressed the need to solidify dates for the forum. He shared that Han Ngo preliminarily reserved rooms in Hyland Hall for October 28, 29, and 30. Kari Borne shared that she reserved rooms in the UC for those days, as well. She informed the group that she also looked into the week of October 8 and that there is plenty of availability in the UC during that time. Dr. Yarbrough suggested that the group discuss this week as an option.

Dr. Charleston stated that earlier in the semester would be a better timeframe for the event since students are still excited about the new school year and not held down by exams and homework. Marco Marquez shared his concern about being able to promote the event in that short period of time, as well as getting enough people involved in the event. Dr. Charleston stated that the event should be fully planned before the school year begins, giving the committee plenty of time to advertise and promote it. The group discussed having the Diversity Forum be a mandated event for student seminars.

The group discussed starting the event on a Sunday. This could help include more students who are nontraditional and could allow for the event to open up to the community. Dr. Yarbrough asked the group if opening day on a Sunday would be impactful. Kari suggested the idea of showing a documentary on Sunday as an unofficial kickoff for the event. Dr. Ola Bamgbose stated that she believes Sunday would be a hard sell, which Marco Marquez agreed with. He informed the group that Greek chapter meetings are often held on Sundays. It was suggested to have Sunday be the kickoff to the community, while having Monday be the kickoff to the students. Dr. Charleston asked if the Diversity Forum could be an exception to the Sunday Greek chapter meetings. Could Greek communities forgo chapter and do the event instead?

Dr. Yarbrough shared that he reached out to Todd Garzarelli, Athletics Director, regarding student athlete and coach participation in the Diversity Forum and is still waiting to hear back.

Dr. Charleston brought up a concern that he had received from Tom Kind, President of WSG, regarding the World Café event that was held last year. Tom brought up the concern that presentations and discussions such as those found at the World Café event are less received by students when conducted by faculty and staff. Because of this, he suggested the idea of peer mentoring. Dr. Charleston requested getting WSG involved with peer mentoring for the event.

The group discussed other events that have been held at the university on Sundays. Dr. Yarbrough suggested having a preconference event for the community on Sunday. He informed the group that he spoke with Dean Hayes about an artistic event that could be held during the Diversity Forum. He suggested that the committee push the Sunday event for the community to entice them to come to the rest of the forum. Dr. Ozalle Toms suggested having the City Manager, Chamber of Commerce, or other well-known community members be a part of the event. This could potentially pull in more members of the community. It was suggested to speak with Chancellor Telfer about Whitewater Banner.

Dr. Miao-Ching Liu suggested the idea of having an award ceremony as the Sunday event. She believes that having an event like this would force people to attend, despite it being a Sunday. All nominees would attend and could bring family and friends.

Marco suggested the idea of having Sunday be a Sesquicentennial event (Celebrating 150 Years at UW-Whitewater). The committee could hold a celebration of how far UW-W has come regarding equity, diversity, and inclusion. Dr. Yarbrough and Dr. Charleston agreed that this would be a good idea for the opening event.

Kari informed the group that Family Fest is on Saturday, October 6. She asked the group if this would affect the Diversity Forum beginning the next day (October 7). The group discussed the possibility of collaborating with FYE on this event, as this will give students a reason to stay on campus for the whole weekend.

Dr. Yarbrough confirmed that the dates for the Diversity Forum will be October 7, 8, and 9. He suggested that the committee check with Han to see what rooms are available in Hyland Hall during these days. Kari informed the group that she would also reserve rooms in the UC. Dr. Charleston mentioned the AAS meeting that is scheduled for Tuesday, October 9, as a potential conflict.

Finalize Format

Dr. Charleston shared that the Civil Discourse Committee is currently analyzing the data from the World Café event and that he would like to present this information at the Diversity Forum. Drs. Clayton and Toms agreed that it would be beneficial to share this information at the event, as it would show the campus community that the information is being utilized.

The committee discussed the format of each day of the event.

*Sunday, October 7: 4:30PM – 7PM*

Sunday, October 7 will be the Sesquicentennial event celebrating equity, diversity, and inclusion at UW-Whitewater. The committee would like to reach out to the UW-W library as well as the Whitewater Historical Society for archives to use in creating presentation materials (e.g. PowerPoint, videos, documentaries, etc.). The group also discussed the idea of having student leaders or representatives from various groups (CEO, AMA, Greek, Cultural groups, etc.) present what they have accomplished in terms of diversity. Dr. Charleston suggested having the Chancellor provide a speech.

Dr. Yarbrough proposed the idea of extending awards at the ceremony to those who have made historical contributions to the university (e.g. emeritus, current faculty, current staff, current student). Dr. Bamgbose suggested that we locate individuals who were instrumental to the shift in diversity efforts at UW-W. Some ideas of these individuals included:

* Chancellor Telfer (CSD)
* Dr. Roger Pulliam (McNair Scholars Program and King/Chávez Scholars Program)
* Founder of Wheelchair Basketball at UW-Whitewater
* Founder of the Women’s & Gender Studies Department at UW-Whitewater
* First Black Female to Graduate from UW-Whitewater

Dr. Charleston proposed that the committee name these awards in honor of those individuals who made a significant impact on the university in regards to equity, diversity, and inclusion. These individuals would be recognized at the Sesquicentennial event with the naming of the awards. All attendees of the event would then be given the opportunity to nominate individuals to receive these awards at the Spring Diversity Forum.

Dr. Bamgbose started a discussion on the name of the event. She expressed her interest in the words “toolbox“ and “cheat sheet” based on her experiences with students wanting to have the steps on avoiding microaggressions and dealing with topics of diversity. The following title ideas were discussed:

* Civil Discourse: Filling the Toolbox
* Civil Discourse: Filling Your Toolbox the Warhawk Way
* Civil Discourse the Warhawk Way

Marco began an exercise with the group. He asked for phrases that people think of when they hear the term, “civil discourse.” The group came up with the following: fighting; disagreement; civility; respect; agree to disagree; civil war; attack ideas, not people; and politics. He then asked the group to come up with places and ideas that are fun. The group came up with the following: Barbados; Disney World; sun; the beach; relaxation; no work; palm trees; rest; calm; friends & family; and “Hakuna Matata.” Marco suggested that the group use these phrases to create a “mash-up” for the title. One idea that was proposed was, “Civil Discourse: Fighting without the Work.”

Dr. Clayton stated that we have to make the event more comfortable, as many attendees will be coming to the event with caution. This statement helped the group come up with the final title for the Diversity Forum, “Civil Discourse: Getting Comfortable with the Uncomfortable.”

*Monday, October 8: 10AM – 4:30PM*

Dr. Charleston suggested bringing in an external expert on civil discourse as the keynote speaker; however, he believes that experts from UW-Whitewater should run the majority of the forum’s activities.

The group discussed possible concerns with having the Diversity Forum events begin on a Monday morning. Dr. Yarbrough stated that the committee must be cognizant of the campus community members’ schedules when planning the forum’s activities. The group then discussed the idea of speaking with faculty members about having their classes attend the event and possibly adding the event to their syllabi.

The committee decided to begin Monday’s events at 10AM. They then discussed the importance of promoting this event, as it is early in the semester and students must become aware of it early on. Dr. Clayton requested that someone check on Chancellor Kopper and Provost Elrod’s availability on these days.

The committee decided that the event would be a come-and-go event, meaning that attendees would be welcome to attend whichever activities they are able to fit in their schedule. Dr. Yarbrough mentioned the topic of registration for assessment purposes. Dr. Clayton suggested that the committee take advantage of the “Purple Card Swipe” that can be used at events in the UC. This would provide the committee with the e-mail addresses of all campus community members who attend. Drs. Charleston and Clayton discussed the importance of providing food at the event.

The final proposed outline for Monday, October 8 is as follows:

* 10:00AM – 10:30AM: Introduction of Keynote
* 10:30AM – 11:30AM: Keynote (Q&A)
* 12:00PM – 1:00PM: Lunch & Speeches
* 1:15PM – 2:30PM: Breakouts
* 2:45PM – 3:00PM: Breakouts
* 3:15PM – 4:30PM: Breakouts

The idea was suggested to hold the same workshops during each time allotment so that attendees could participate in all of the workshops being offered.

*Tuesday, October 9: TBD*

Dr. Yarbrough mentioned the original idea of having student activities, the World Café, and a cultural item on Tuesday. He asked the group if this is still the idea for the final day of the event.

The committee discussed possibilities for artistic components and how venue requirements would differ, (e.g. The Wheelchair Dance would need a specific venue, while musical ensembles could be more mobile). Dr. Yarbrough proposed the idea of having an artist draw during the keynote speech and then putting this piece on display. Dr. Bamgbose suggested poetry. Dr. Clayton stated that not everything has to be active. Instead, there could be displays of visual art. In response to Dr. Clayton’s suggestion, Dr. Liu stated that a display like this does not have to be limited to a certain time; it could be an ongoing event throughout the duration of the Diversity Forum. She also suggested doing something interactive (e.g. “I, Too, Am Berkley” and “I, Too, Am Harvard”). Marco suggested the phrase, “…doesn’t make me less human.”

In response to Dr. Yarbrough’s idea, Marco suggested having an artist create a banner during the Sesquicentennial event on Sunday night and then continue to work on the piece throughout the whole Diversity Forum.

Dr. Yarbrough would like to finalize the timeline for Tuesday’s events, the process that will be used for assessment, and options for a keynote speaker at the next meeting. Marco informed the group that he will begin reaching out to student organizations. Dr. Yarbrough requested that he “cast a wide net” and invite all student groups. Kari will reserve rooms in the UC for October 7, 8, and 9. She mentioned that Tuesday afternoon is very tight in the UC and that the group may have to branch out to other locations for the final World Café event (possibly a room in the CA). Brittany will contact Han Ngo about reserving rooms in Hyland Hall.

The next meeting of the committee will be held on Monday, July 23 from 10:00AM – 12:00PM.

*Meeting adjourned at 11:00AM*