

Equity and Inclusion Advisory Council
Minutes
January 28, 2021

Present – Calvin Claggett, Chassidy Cooper, Felipe Fiuza, Adrianna Guram, Keith Johnson, Kim Maturo, Antonio Rusinol, Joe Sherlin, Laura Terry, Phyllis Thompson, and Jessica Wang

Not Present – Mary Jordan

- I. **Call to Order** - Keith Johnson called the meeting to order.
- II. **Approval of Minutes** – A motion was made by Jessica Wang, and seconded, stating, “I move that the minutes of the December 17, 2020 meeting be approved as distributed.” The motion carried. In keeping with open lines of communication, the approved minutes will be uploaded to the Office of Equity and Inclusion website.
- III. **Old Business**
 - A. **Review of Equity and Inclusion Advisory Council Bylaws** - The Council discussed the revisions submitted by council members (copy attached). Discussion included adding (1) the bylaws will be reviewed and approved annually, and (2) in the instance of a tie, the Vice President of Equity and Inclusion will determine the outcome. Chassidy Cooper asked the council to submit any additional revisions before the next meeting so a vote to approve can take place at the February 25, 2021 meeting.
 - B. **Dr. Patricia Robertson Diversity Leadership Award** - The Dr. Patricia Robertson Diversity Leadership Award was last given in 2015. Chassidy Cooper noted that she and Keith Johnson met with Karen Sullivan, University Advancement, to discuss the award which is now given as a scholarship to student diversity educators through the scholarship office. A future meeting will be scheduled to include Patricia Robertson to discuss the possibility of expanding this award to include any student who is a diversity champion. Before this award being converted to a scholarship it was awarded annually to one faculty or staff member and one student. Both recipients received a watercolor print symbolizing diversity with their name and date on the print. The student also received \$200 in scholarship money.

It was mentioned that the nomination criteria listed for the Robertson Diversity Award are not as comprehensive and detailed as the Mary V. Jordan Inclusive Excellence Award. Keith Johnson noted that the criteria for the Robertson Diversity Leadership Award was originally written in 2000/2001. He added that determining who will be the administrator/owner of this award is necessary (such as Scholarship Office, Office of Equity and Inclusion, or another department). The Office of Equity and Inclusion would like to present the award at the Annual Equity and Inclusion Conference. Other factors to consider are the scholarship application process, scholarship deadlines, should the monetary award be an honorarium instead of a scholarship with direct payment to

student, clear communication to students, clarification about self-nominating, how often someone could receive the award, and the structure of the award selection committee.

- C. **Mary V. Jordan Inclusive Excellence Award** - The council discussed the submission guidelines previously drafted by Phyllis Thompson and Adrianna Guram in 2019, which include a nomination form, and cover letter. The goal is to have a monetary award given to the recipient. Before Covid-19, Keith Johnson was actively soliciting individuals to become donors to fund the monetary award. He had begun reaching out to alums to participate in the grand opening of the Mary V. Jordan Multicultural Center with the intent of including fundraising for the Inclusive Excellence Award in the event. The council members present agreed that no changes are needed to the forms except to update contact information.

IV. **New Business**

- A. **Council Membership** - Adrianna Guram and Chassidy Cooper recommended Amyre Cain, currently a junior majoring in Sociology at ETSU to serve on the council. Her interests include areas of social justice and diversity in the post-college experience. She is currently serving as an RA in housing, part of the admissions staff, member of the Mary V. Jordan Multicultural Center students staff involved with Quest For Success Program, alum of the Dr. Brenda White Wright Emerging Leaders Program, and is eager to be involved with the student track of the Equity and Inclusion Conference. Adrianna Guram will reach out to Amyre Cain and Chassidy Cooper will send her the diversity champion questionnaire to complete.

It was discussed that the initial students who join the council could become members based on recommendations from current council members. To provide equal opportunity to all students, the membership subcommittee would establish guidelines such as the use of the diversity champion questionnaire, along with a recommendation by another faculty, staff member, or advisory council member for future student members. Discuss also included how involved a student would as a member of the council beyond attending meetings, how long students should serve on the council such as a two-year term that is renewable for two years.

- B. **Diversity Scholarships** - Keith Johnson stated that he would like to get a graduate assistant to do a “deep dive” across the entire campus and link information about any type of diversity scholarships a college offers through the Office of Equity and Inclusion website. He would also like to reach beyond the campus and find scholarships for underrepresented populations given by other organizations such as Walmart, Pepsi, etc.
- C. **Language Culture and Resource Center** - Felipe Fiuza shared a draft of the LCRC Newsletter which highlights upcoming events and other opportunities. He also shared about a storytelling competition which can be found on the LCRC website titled *Stories of Resilience: Life and Identity in East Tennessee* and *Reading Through the Pandemic*.

D. Office of Equity and Inclusion Website and Newsletter - Keith Johnson shared that the Office of Equity and Inclusion website is updated continually. Postings about events, conferences, achievements, etc. not only include happening on the ETSU campus, but other institutions' offerings related to equity, inclusion, and diversity. This helps to drive traffic to the website.

Keith Johnson mentioned that the next issue of the Equity and Inclusion newsletter will focus on Black History Month and the March issue will highlight Women's Studies, Women's Resource Center, and Women's History Month. His goal with the newsletter is to provoke thought. He encouraged council members to share the newsletter with others and contributions are always welcome.

E. Women's Studies - Phyllis Thompson shared that Rebecca Tolley from the Sherrod Library will kick off the 2021 Women on Wednesday lecture series in February. In March Beth Skinner, Costume Shop Supervisor for the Department of Theater and Dance will speak and Carshonda Martin, Director of the Mary V. Jordan Multicultural Center in April.

F. Keith Johnson expressed his appreciation to each member of the council. He emphasized that each member helps to mold and shape ETSU. Each person's work is contributing to the evolving culture at the University. The work of today can be immediately, but also for those that will come to ETSU in the future.

V. Next Meeting Date – February 25, 2021, 1:00-2:00 pm, via zoom.

Meeting adjourned at 2:00 pm.

Respectfully submitted by: Kim Maturo

ACTION Items			
Status	Action to be taken	Responsible	Due Date
12/17/20 1/28/21	Annual Review of Bylaws Reviewed recommended revisions, made additional revisions, council to do final review of revisions and vote to approve at next meeting.	All Council Members	February 2021
12/17/20 Awaiting notification from TBR Office of Organizational Effectiveness	SERS grant proposals for 2021-2022 review	Keith Johnson, Chassidy Cooper, and ORSPA	Spring 2021
12/17/20	Dr. Patricia E. Robertson Diversity Leadership Award; Review award criteria.	Keith Johnson, Chassidy Cooper, Karen Sullivan (Uni. Advancement)	Fall 2021

1/28/21	Nomination criteria, nomination form, and cover letter will be drafted to present to Pat Robertson Follow-up meeting to be scheduled to include Patricia Robertson.	Adrianna Guram and Phyllis Thompson Keith Johnson	
12/17/20 1/28/21	ETSU Staff Woman of the Year Award Call for nominations went out to the campus community	ETSU Commission for Women Standing Committee	March/April 2021
12/17/20 1/28/21	Mary V. Jordan Inclusive Excellence Award Committee reviewed submission guidelines, nomination form, cover letter		
12/17/20	Development of an Angela Claxton Freeman Award		
12/17/20	Establishment of a Dr. Angela R. Lewis Scholarship	Keith Johnson and Honors College	
12/17/20	HEED Award		
	Voices of Inclusion Award		Due October/November 2021