



College of Business Task Force on  
Anti-Racism, Diversity, and Inclusion  
Meeting Minutes  
March 11, 2021  
3pm – 4 pm

### 1. Committee member attendance

**Latrecha Scott**

**Present:**

Britney White  
Chelsea Vaughn  
Shanna Daniels  
Chad Marzen  
Bruce Lamont  
Latrecha Scott  
Kawana Johnson  
Tatiana Fajardo

Gabrielle Dolan  
Victoria BienAime  
Kimmah Dozier-Burt

**Absent:**

Brittany Houston  
Garrett Tumlin  
Gonzalo Molina Sieiro  
Sebastian Ortiz Issacs

**Guest:**

Michelle Douglas, Director of Equity Diversity and Inclusion Office

### 2. Welcome and introductions

**Bruce Lamont**

Michelle Douglas introduced herself to the group and shared the many hats that she wears across the university. Each member of the task force then introduced themselves to Michelle.

### 3. Task Force Reorientation

**Michelle Douglas**

The purpose of the meeting was to work more collaboratively with the Equity, Diversity, and Inclusion Office. Michelle proceeded to share a document that they use in their EDI work. She has worked with many departments (*academic and student affairs*) and shared with us the process they recommend that our committee follow. They have also developed a tool that has been used to assess the needs of students in other departments. This tool was developed because not all departments are able to hire an outside consultant. Michelle noted that confidentiality is a concern especially with smaller units. The tool she referenced was developed in conjunction with Institutional Research. As part of the process, her office provides an overview of D&I so that everyone is on the same page. This process can take up to a year to complete. They developed a series of modules that can assist with this process. Those modules include the following:

- Module 1: Planning Process
- Module 2: Self-assessment (data, unit-based climate review)
- Module 3: Develop vision; set goals, strategies, and metrics
- Module 4: Review plan with EDI
- Module 5: Adopt plan and communicate vision
- Module 6: Implement Plan
- Module 7: Recruitment & Retention (ONGOING)

Members of the committee asked questions related to how can students be involved in the process so that we can increase retention rates and how can we gain access to the data that Michelle discussed. Michelle noted that students can participate in the President's task force on Diversity. She also noted that members of the committee can contact her for specific data points. They can also access the data on the Institutional Research website or reach out to her for real-time data.

She noted that her office is a "stay in your lane" type of group so they don't dictate or drive what we do. They are, however, a resource available whenever we need them. It was noted that our committee is at Module 2 in this process (self-assessment) and wanted to survey students/faculty and introduce an outside consultant to proceed. Michelle noted that an external consultant is a possibility, but not all departments have the funds for this purpose. She also mentioned that it is difficult to hire consultants in the local area because they don't specialize in higher education. Engineering was able to outsource a \$25,000 survey. The Law school was also able to hire an external consultant. Consultants are always a possibility, but they must be vetted through her office and Institutional Research. If a consultant is not an option, Michelle's office is able to provide these resources free of charge.

She noted that students have mentioned the need for more culturally relevant curriculum, more diverse faculty/staff, and more representation in general. The student voice and buy-in from leadership is extremely important. The Dean's Accountability Initiative and mandatory D&I training for all faculty/staff are just a few things she hopes will help with this process. Michelle was asked if we should use her tools. She noted that we are not required to do so, but their resources are free. If we decide to do something on our own, just make sure that it is vetted through her office and Institutional Research. They can adapt their resources to match what we need, but we should definitely do what works best for our College. She mentioned that we need to be careful when conducting interviews/focus groups ourselves especially when we are part of the process. She noted that Engineering is doing something similar, but with a consultant that cost either \$25,000 or \$40,000. We must tread carefully with this process. She noted that her office can facilitate focus groups as well. She also mentioned that leadership needs to be engaged to make this work. As an example, she noted how the dean in the College of Engineering shares information on the website and directly with his faculty/staff/students. The more involvement we can get from our leadership, the better.

#### 4. **Committee Open Discussion** - None

#### 5. **Next steps**

**Bruce Lamont**

Michelle agreed to share documents electronically with the committee and the meeting was adjourned at 4 p.m.