#  College of the EnvironmentDiversity Committee Meeting Minutes

Thursday, May 11th 2020, 10:00 - 11:30 a.m.

<https://washington.zoom.us/j/6387187061>

(Facilitated by Karen Morrill-McClure & Elena Becerril Salas)

Attendees: T. Ross (Dean’s Office); Karin Bumbaco (JISAO); Jessica Farmer (Botanic Gardens); Molly McCarthy (Marcomm); Zoe Vartanian (Marcomm); Joe Kobayashi (Marine Biology); Kate Huntington (ESS); Lucas Zapatello (ATMOS); Elena Becerril Salas (SEFS); Anna Boyar (OCN); Dana Bowers (Advancement); Sandy Wyllie-Echeverria (FHL); Stephanie Harrington (Dean’s Office); Nicole Faghin (WSG); Wendy Gibble (Botanic Gardens); Adi Hanein (JISAO); Sara Converse (SEFS); Star Murray (Nature & Health); Karen Morrell-Mcclure (WSG)

**Agenda**

**Powerpoint:** [**https://docs.google.com/presentation/d/1RiVgrwRTRaxrYP4VQmupQ4LCe1K0mGzyrvU5bKKXuiM/edit#slide=id.g772d26c617\_0\_5**](https://docs.google.com/presentation/d/1RiVgrwRTRaxrYP4VQmupQ4LCe1K0mGzyrvU5bKKXuiM/edit#slide=id.g772d26c617_0_5)

* Welcome
* Officer Elections
	+ Reach out to departments
	+ Send out email to other organizations (GO-MAP)
* Check in **(Smaller Groups)**
* Making this committee a more inclusive, safer space especially for women of color and people with intersecting identities **(Larger group)**
	+ Talked about more inclusive college wide - then to the committee
		- Why people can or can’t be involved, volunteer time, no support for involvement, don’t get continuity, hard to be inclusive, trying to develop relationships have to start all over.
		- Just when getting started have to switch it.
		- Doing things more together: breakout groups, being responsible for things, not sure charge has anything in it to create a more inclusive space.
	+ Inviting someone to do a workshop for this committee for best practices, familiarize this group in this work, learning more about how to respect different groups and how intersectional we are.
	+ Struggle with the difference in scale and mission of the units represented in the commitee, challenging to figure out what the intersection is like and finding common ground and hard to find take homes. Some units coming from highly organized and looking for committee to be the place to engage with the work instead of reporting back to the unit.
		- Positive seeing the small breakout groups.
		- Interested in how we manage the number of people in committee
		- Breakup into small groups working on broad issues or breaking up into groups to do work on smaller, focused issues
	+ Did try starting subcommittees.
		- Was a matter of timing and effort
		- Sitting not sure what to do information
		- Got the interest but then tried to meet outside and people didn’t have time
		- Could focus the monthly meeting on subgroups, then a quarterly meeting that is everyone and workshops
		- All of us checkin, break out into smaller group work and then back to the bigger group.
		- Leverage the technology to breakout rooms that can be completely separate
		- Breakout rooms could be activated more to get stuff done and meaningfully get to know each other and share our truths with great prompts.
		- Request to share our truths more in this group and speak honestly and openly
		- Volunteer position, leads to turnover and less active participation than otherwise
		- Charge for this community does it include specific points for inclusivity
		- Can we condense it or make it into a mission statement, it is overwhelming.
		- Community guidelines, have to make sure everyone feels safe in this environment,
		- A second on the charge feeling really overwhelming as this in addition to normal job duties.
		- Action item resonates - What can we do? Also feeling overwhelmed with how much there is to do. Want to tackle it all but maybe stepping back and picking a handful that resonates with a subset of us.
			* Find working groups that can support equity and inclusion through similarities
		- Also like coming to this space to problem-solve and get feedback and different perspectives.
		- System in place to help us plan the meetings and know what we are going to cover
		- Bringing on new people
			* Takes time to meet everyone here
			* Have some social events just to get to know people as a person
			* Don’t know who has what in their lives going on
			* Building more community, fun way to get to know one another
			* Fun newsletter to show what your view outside your window is, something quick that you could participate in.
		- What is it that makes people feel safe?
			* Trying to start own committee, full blown with faculty, staff, grad, undergrad, huge range of people and experience, power structure, discussion guidelines (community guidelines), didn’t feel safe to ask questions, jargon that wasn’t familiar, want this on here,
			* What brings you to this committee? Bring a topic that is important to you?
			* [A Mindfulness-Based Technique for Leading Sensitive Discussions](https://blog.lucidmeetings.com/blog/a-mindfulness-based-technique-for-facilitating-a-group-through-a-sensitive-discussion)
			* Everyone got to speak
			* Here’s possible guidelines, what do you want to adopt?
			* Urgent issues coming up, what can we do to move things a step forward
			* [Copy of WSG DEI Group Discussion Guidelines](https://docs.google.com/document/d/1vt35y91CN7dsHnhu-zfMfwoOKc8FDJjcciUMNXKdD4o/edit)
* COVID-19 Department Check in
* Review of google form answers (What we would like to see and have for future meetings)
	+ Future topic meeting organizing (Smaller Groups)
	+ Difference between task force and committee
		- Task force for making plan
		- Problem was all women signed up, wanted to get more diversity
		- Craft the plan, share every step along the way
		- Make it a college plan that we can use going forward
		- Send out the email for this again
	+ Any DEI resources
* Creating an agenda for the next meeting in July
	+ What theme to focus on?
	+ In choosing a theme is the idea that in our meeting we all talk about that? Or would there be some kind of instructional workshop component as well?
	+ For the admissions process there is room to have training coming with it. Already have a committee doing this. Having people that are already doing this work can talk about admissions in their department to talk about so we can then come up with best practices in our own departments
	+ If we do the themes, then could have a reading or a short video to do first.
	+ Goals or outcomes that we want to see come out of them.
	+ What are our tangible outputs
	+ Action oriented
	+ Maybe have another off month meeting that sets up our meeting with the theme, find some way to distribute the work from the theme. Maybe assign the work out to different people one task. Maybe have more manageable nuggets of work.
	+ American geophysical union has a lot of work on this. Distilling best practices.
	+ Focusing on the outcome and that outcome should be something practical that we can do in our units. Maybe the breakout is to then apply it to your situation
	+ Need to broaden your net and then get that to a rubric.
		- We are going to change how we do staff hiring, how we are going to do admissions
	+ Come up with theme, send out an email to everyone who has some info on this, come up with focusing the outcome.
	+ Really wanted something more tangible, having a specific goal and having the responsibility to move towards it.
		- Identifying a short list of themes/issues, maybe 3
		- Assign ourselves to the issue for the year, we are responsible with doing the research and to give actionable plans.
		- 45 to 1 hour to work in small groups and then 45 minutes to report out
		- Choose an issue that is relevant.
		- Then work on that
	+ Fill out the Resources google form
		- May touch on resources in next meeting
* Will send out a google form to see about theme for next meeting and get together the foundation materials, possible group discussions, and outcome.

Notes