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**President’s Diversity, Equity, and Inclusion (DEI) Board**   
**Staff Recruitment, Retention, and Development Subcommittee**

Tuesday, 1/9/24 from 10:00am – 10:45am

(Zoom Meeting Link:<https://csusb.zoom.us/j/83471218787>)

**MEETING ATTENDANCE**

**Participants:**

| ​​☐​   Robin Phillips, Steering Committee Liaison | ​​☐​  Tiffany Bookman, Subcommittee Member |
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| ​​☐​   Sam Sudhakar, Steering Committee Liaison | ​​☐​ David Hou, Subcommittee Member |
| ​​☐​   Michaela Watkins, Chair | ​​☐​  Kalie King, Subcommittee Member |
| ​​☐​   Rowena Woidyla, Vice Chair  ​​☐​   Pamela Moses, ACC/Assessment Representative  ​​☐​   Cheryl Halk, Student/Subcommittee Member | ​​☐​  LeSondra Jones, Subcommittee Member  ​​☐​  Michelle Bell, Subcommittee Member |

**MEETING AGENDA  
  
1) Announcements (0 minutes) – Provided by Chair, Michaela Watkins**Four out of the five “working meetings” in February will only require the attendance of Michaela Watkins, LeSondra Jones and Kalie King. This will help us to focus on planning our DEI Facilitation sessions for “Inclusion Day”.  
  
**2)** **New Discussion (38 minutes) – Led by Chair, Michaela Watkins**Subcommittee members set the following for our Spring “Inclusion Day”: Yotie Eats lunches/refreshments; event location; event date; event time; event swag/ giveaways.  
  
 **3)** **Action Item (7 minutes)**Subcommittee members complete Closing Survey Form after action items in the new discussion were finished.

**4) Steering Committee Liaisons Closing**Liaisons did not attend this meeting as they were not scheduled to do so. They will attend again on 1/24/24.

**5) Future Meetings**   
Upcoming January meetings will be held on 1/22/24 and 1/24/24.