**Meeting Minutes**

**President’s Diversity, Equity, and Inclusion (DEI) Board**
**Faculty Recruitment, Retention, and Development Subcommittee**
**Date:** February 11, 2025
**Time:** 1:00-2:10 pm
**Location:** Zoom

**Attendance**

* **Present:**
Kelly Campbell,, Lori Caruthers Collins (Chair), Conrad Shayo, Marc Fudge, Brad Owen, and Jane Chin Davidson
* **Absent:**
Ted Young, Angela Horner (Vice Chair), Robert Kryiakos Smith, Carson Fajardo (Student Member)
1. **Status Updates**

**Ted, Jane, Lori** Create a more efficient and equitable hiring process.Lori

* Lori mentioned one-way interviews as a possible tool. Smarthire platform or others.

**Conrad, Jane, Kelly DEBRIEF**

Conduct information sessions for department chairs on ways to support DEI in their college.

Chair’s Meeting: January 22, 2025 1-2:30 pm FCE

* We need to follow up with chairs on what type(s) of training they feel they need. They didn’t really provide information when asked 1/22 (see Zoom whiteboard responses). The Fellows will be finalizing on Friday their plans for training to be offered to colleges/departments

**Kelly, Angela, Lori** Enhance professional development opportunities for faculty \* **COMPLETED**\*

**Angela, Marc, Bobby, Ted, Brad** Enhance equity and inclusion in our curricula including pedagogy and assessments.

* Brad discussed the ChatPT initiative from the Chancellor's office and fielded several questions about the plan: training, change management plan, rollout, inherent biases, faculty concerns, collaboration with CSCUB without input from students and faculty, just to name a few!

**Conrad, Lori** Establish DEI champions for each division and department.

(DEI subcommittee collaborators: Gerard Au, Michelle Bell, Lori Caruthers Collins, Isabel Guzman, Katherine Hartley, Kalie King, Crystal Wymer-Lucero)

* The collaborative meeting with Robin & Kelly to review the proposed program plan will be rescheduled from 2/25 due to the power outage. Documents were emailed to the subcommittee on 2/18 requesting input.

**Marc, Lori, Angela** **IN PROGRESS** Recognize and award faculty who demonstrate a commitment to DEI by creating intentional recognition and appreciation initiatives. (Recognized at Convocation)

* *Revised Timeline:*

 Call for Nominations: February 26, 2025

 Deadline to submit nominations: March 28, 2025

 Award Presentation: August 25, 2025 – Convocation

* Kelly asked Lori to send email to Robin, Alisha, Sara, Angela. sent 2/12. *Message: This email is a follow up to the draft criteria we sent in the fall regarding the Faculty recognition award. The attachment provides the final criteria, developed by the President’s DEI Board’s Faculty Recruitment, Retention, and Development (FRRD) subcommittee, for the Excellence in Diversity, Equity, and Inclusion Faculty Impact Award. We would like to coordinate with our DEI Staff subcommittee so that the call for both awards is sent out simultaneously. We look forward to hearing from you and collaborating on this initiative. Shared the “proposed” timeline developed for the Faculty award.*

Partner with DEI Faculty Fellows (HERI data - BIPOC faculty discussion groups)

Use BIPOC survey and discussion group data and best practice literature to develop evidence-based strategies that can retain BIPOC faculty. (collaborate with FRRD subcommittee)

Develop a list of practical actionable strategies and tips for department chairs and instructional faculty on evidence-based practices that cultivate inclusive environments (collaborate with FRRD subcommittee). Provide a structure for discourse. Interpersonal relationships. Academic Impressions Chair webinar series.

2) **Action Item**

 Consider new meeting time

* No common time was identified. Lilly will send out another Doodle poll.

3) **Kelly Campbell - Steering Committee Liaison**

* The Steering Committee had not met, no updates.