Dr. Randy Helm called the meeting to order at 5:50 p.m. He asked Subcommittees to report.

1. **Subcommittee Updates**
   a. **Cohort Recruiting and Onboarding Subcommittee**
      Dr. Kate Richmond reported that the Subcommittee met last Friday; they set goals and assigned responsibilities for data collection and other work.
   b. **Curriculum Subcommittee**
      Dr. Teissere had no report.
   c. **Data Review Subcommittee**
      Dr. Kathleen Harring said that the HERI survey is being administered to faculty; 110 responses have been received so far, and the survey closes tomorrow. The HERI Diverse Learning Environments Survey for students will open on March 31. She asked everyone to encourage sophomores and juniors to take the survey, which is coming at a busy time of year.
   d. **Reading Resources Subcommittee**
      Dr. John Ramsay had no update.
   e. **Safety and Security Subcommittee**
      Ms. Green said that guest speaker Tim Wise spoke to Campus Safety during his visit earlier in the month. The Subcommittee will be working with Mr. Troy Dwyer this summer to arrange a performance of the Sedehi Diversity project for officers before students return to campus in August.
   f. **Mission Statement and Diversity Statement Review Subcommittee**
      Dr. Janine Chi said that the Subcommittee has compiled a summary document of the vast amount of data that was gathered from focus groups. On page two, the Diversity Statement has been broken down and specific comments from the community have been listed beneath each section. Mr. Dwyer asked that the Committee take ten minutes to read the document. A short discussion then followed; the President asked for an introductory paragraph that explains the purpose of the document, and the Provost asked for a legend to delineate how the language is presented, whether by direct quotes from
respondents or summaries of a number of quotes. Mr. Hooker-Haring said that Next Steps should be included, as well.

2. **Community Forum, April 4, 3:00 p.m.**  
The Community Conversations Committee is preparing for a second Community Forum on April 4. Rev. Callista Isabelle asked for the Committee’s sense of the content of this forum. Ms. Emeley Rodriguez said that she feels that the students will be ready to see initiatives, which we will not have ready for public viewing; she worries that there will be frustration with the process. Mr. Chris Hooker-Haring suggested that we utilize a ‘poster session’ format, with initiatives listed under goals on large board, where people can view and comment on them. After discussion it was agreed to discard the April 4 date for a later date in April, which will give the Committee more time to develop further its own initiatives and synthesize multiple initiatives into smaller lists.

3. **Overview of Initiative Submissions**  
Mr. Ken Butler distributed packets containing all of the initiatives submitted by the community. Dr. John Ramsay suggested that the subgroups devoted to the six goals should now meet to discuss those initiatives listed under each goal. Each subgroup will then make a case for which need initiatives will be costed out, and articulate a rationale for those initiatives that were not selected for further investigation. We will then host a Gallery Walk to talk about those which were selected and those which were not. It was suggested that Mr. Butler seek a space for a Friday, April 25 event.

4. **Preliminary Thoughts on Writing the Plan**  
Dr. Helm presented an approach to writing the Diversity Strategic Plan. First, we will need to agree on a Table of Contents to serve as a writing guide. He asked that members please share with him their thoughts on what should be in the Table of Contents; there definitely should be an Introduction and Executive Summary, and the heart of the Plan will be the Goals and Initiatives. There should also include an Environmental Scan, which distills all the work this Committee has accomplished, and a Conclusion. Documents then may be added as links or appendices: the Diversity Statement and Mission Statement. Hate & Bias Policy. The President asked Dr. Kathy Harring to provide some common writing and formatting standards to facilitate the eventual compilation of the final Plan. Dr. Richmond stressed that we should use existing plans as models for our plan.

The meeting was adjourned at 7:56 p.m.

Respectfully submitted,

\[Signature\]

Ken Butler  
Process Assistant