Muhlenberg College
President’s Diversity Strategic Planning Committee
Meeting #18: April 7, 2014; 5:45 p.m.
Hoffman House, Dining Room

COMMITTEE MEMBERS
PRESENT: Kayla Brown, Sue Clemens, Barbara Crossette, Matt Dicken, Troy Dwyer, Kim Gallon, Corey Goff, Karen Green, Randy Helm, Chris Hooker-Haring, Callista Isabelle, John Ramsay, Robin Riley-Casey, Emely Rodriguez, Cynthia A. Santiago, Adrian Shanker, Zachary Tanne, Jeremy Teissere

RECORDER: Ken Butler

1. Subcommittee Updates
   a. Cohort Recruiting and Onboarding Subcommittee
      Dr. Kim Gallon stated that the subcommittee needs to do more work and gather more information on cohort hiring. The group is inclined to think that it is a good idea, but needs to determine that the concept will work in an institution like Muhlenberg. Mr. Corey Goff added that the subcommittee also met with Anne Speck about best practices for such a group hire.
   b. Community Conversations Subcommittee
      Rev. Callista Isabelle thanked those who filled out the doodle poll concerning the Gallery Walk on April 23, and passed a signup sheet around for sign-ups for those who had not. Mr. Butler noted he will be out of town April 17-21; the Committee will need to keep that in mind as they plan the poster design. Discussion followed on how the Gallery Walk will operate; the Committee has not agreed on how the initiatives will be presented. Electronic Communication will be important for alumni and Trustees, as well as those who do not have time to visit the Gallery Walk on April 23.
   c. Curriculum Subcommittee
      There was no report.
   d. Data Review Subcommittee
      There was no report.
   e. Mission Statement and Diversity Statement Review Subcommittee
      Mr. Dwyer has posted in Dropbox the slight re-formatting of the Mission Statement, document reflecting changes requested by the Committee. The subcommittee will have a draft ready soon of proposed changes to the Diversity Statement.
   f. Reading Resources Subcommittee
      There was no report.
   g. Safety and Security Subcommittee
      Ms. Karen Green reported that Campus Safety Director Robert Gerken has signed a contract with a consulting group that does diversity training with campus security operations. The first meeting with the consultant has been booked.

2. Discussion about Conflicts of Interest
   The President noted that members of this Committee have submitted initiatives of their own devising, and wonders if those who have submitted should recuse themselves from
discussions on those initiatives. Ms. Emeley Rodriguez said that she did not think it was necessary for members to recuse themselves, as they have expertise that could be valuable to the process. Mr. Adrian Shanker said that it might depend on the nature of the initiative; those which might involve resources going toward a submitter’s department, for instance, might want to recuse themselves, whereas those whose initiatives are more global in nature might not have to recuse themselves. Mr. Hooker-Haring said he didn’t think recusal was necessary. Mr. Goff said that there are a few initiatives that were drafted by a number of individuals on the Committee that would result in recusal of several members on any given initiative; he would hate to see several people shut out of a specific conversation. Ms. Green said that her division’s initiatives were all global in nature. The President asked Ms. Crossette if our thinking would find objection from the Board of Trustees. Ms. Crossette said she did not think it would be an issue. The Provost reiterated Mr. Goff’s remark that we have not yet decided how we will select the final set of initiatives. It likely that many of the initiatives – about which some of us feel very strongly – will not be included in the final plan due to resource constraints.

3. **Writing the Plan – Table of Contents (attached)**

   The President distributed a draft of the Table of Contents, in which he has incorporated all of the comments he has received. He asked if it was acceptable. Ms. Crossette asked if the Hate & Bias policy needs to be so low in the Appendix list. The President responded that the reference is what is important; the actual policy mention might be a link in the final document, but not the policy itself. Dr. Jeremy Teissere thought it will be important to include a history of diversity work on campus. The President and Dr. Kim Gallon agreed. Dr. Gallon noted especially that the 2013 MLK event that brought this Committee around the table should be mentioned. Mr. Shanker said the history should begin further back, however, with earlier work by the College on diversity reported.

4. **Discussion of Revised/Consolidated Initiatives from the “Holiday Homework” List**

   Discussions ensued on the timeline for finishing the subcommittees’ work, and on the format for presenting the final list of initiatives under each goal. It was decided that each initiative should include the Initiative title, a short descriptor, a ranking of red/yellow/green indicating no further action/more research needed or subcommittee ambivalence with an initiative/an important initiative that needs costing out. The boards will communicate that the rankings are those of the subcommittee, not final rankings by the entire DSPC. The President then asked the subcommittees to answer two questions: what has each subcommittee reviewed, so far? How are you addressing disparity of formatting?

   **Goal #1**: The subcommittee has consolidated Holiday Homework down to four potential initiatives, and are now working on community initiatives. They hope to finish by the end of the week.

   **Goal #2**: The subcommittee met today. What the Committee has at this point are thoughts; they are not yet ready to rank their initiatives.

   **Goal #3**: The subcommittee has engaged in a fairly thorough conversation about community initiatives. They are also creating new initiatives, based on a lack of submissions in this goal.

   **Goal #4**: The subcommittee has six recommendations, giving each a thumbs up/down ranking, and have combined several initiatives. They will re-rank in the new system.
**Goal #5:** The subcommittee will meet tomorrow for review of the few initiatives received under this goal.

**Goal #6:** The subcommittee has condensed the first seven initiatives from holiday homework into a few initiatives. Community initiatives are next.

Discussion ensued concerning an initiative that proposed adding a question to the student evaluation of faculty form, called the SIR, specifically relating to diversity. Dr. Teissere said that it was not possible to add questions to the survey. Dr. Ramsay said that faculty can add up to ten questions to the SIR that focus on their course in particular; it was suggested that faculty be required to make one of their 10 questions a common question on diversity.

A student followed up on that discussion by asking about specific instances of insensitivity in specific classroom settings. Discussion followed. Dr. Clemens asked if language could be added to course syllabi about diversity, and steps students could take if problems arise in the classroom. The President also noted that, when instituted, the Hate & Bias policy could be used to address some issues of this type.

The Committee agreed to schedule an extra meeting the following week.

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

Respectfully submitted,

[Signature]

Ken Butler
Process Assistant