

ESP Diversity, Equity and Inclusion Committee
November 20, 2020
4:00 pm – 5:30 pm ET
Meeting Minutes

Attendees:

- Dr. Steve Cohen (Faculty)
- Dr. Adela Gondek (Faculty)
- Rashika Choudhary (Current Student)
- Maya Navabi (Current Student)
- Rachel Patterson (Alumni)
- Iara Vicente (Alumni)
- Stephanie Hoyt (Staff)
- George Sarrinikolaou (Staff)

Agenda:

4:00 pm - 4:10 pm	Introductions	All
4:10 pm - 4:40 pm	Purpose and Function	George with Committee Members
4:40 pm – 5:00 pm	Review of actions to date, new syllabus, consultant contract.	Stephanie
5:00 pm – 5:25 pm	Brainstorming of actions for the Spring semester	All
5:25 pm -5:30 pm	Next steps and Adjourn	George

Discussion:

- **Purpose and Function:** After introductions, the meeting began with a discussion about the overall structure of the committee. Everyone agreed that the committee should reflect the ESP community and that committee decisions should be by consensus. The committee will oversee the DEI Audit process and implementation. The committee discussed how many times to meet and decided that the committee should meet at least twice before the current cohort graduates.

Action: Revise the description of the committee based on this discussion and circulate for review and approval.

- **Review of actions to date, new syllabus, consultant contract:** The committee reviewed the list of actions taken to date to improve DEI, including the new spring elective in the Sustainability Management Program. The committee also discussed the DEI consulting contract, which covers the curriculum (diverse perspectives, equity, and inclusion the way the course is taught) and the people (Faculty, Staff and Students). The purpose of the audit is to set a baseline of DEI for the program and provide recommendations for improvement. The committee was in agreement that the consultant should join future committee meetings. Everyone agreed the goals that emerge from the DEI audit should be achievable and measurable.

- **Actions for the spring semester:** Through consensus the committee agreed to the following:
 - Post all pertinent information to the ESP website
 - Communicate what was discussed in the meeting with the respective communities (students, staff and faculty).
 - Hold two additional meetings before the end of April
 - Continue to incorporate anti-racism into the spring semester.
 - Organize at least one listening session for students that Rachel Patterson volunteered to lead.
 - Seek ways to engage more ESP students on DEI issues through peer-to-peer communication.
 - Seek ways to engage the faculty on DEI issues, urging them to take concrete steps to integrate equity in their courses.

Next steps:

1. Increase student engagement via peer-to-peer communication.
2. Dr. Cohen and Dr. Gondek to discuss updates to syllabi with faculty community.
3. Organize a BIPOC Listening Session.
4. Schedule next meeting for end of January