

SPH - Committee for Equity and Inclusion
Minutes of the Meeting
May 10, 2021

Members:

Co-chairs: Himani Sharma; Sasha Fleary
Student members: Alanna Cruz; Craig Rijkaard
Faculty members: Andrew Maroko; Levi Waldron; Marie Sillice; Victoria Ngo
Staff members: Daneen Anderson-Mercer; Michelle Finn; Paulo Lellis; Toya Cox

Himani, Daneen and Marie were excused.

Co-Chair remarks

Sasha noted that there were critical items on the agenda and it would be helpful to move on the items that could be addressed expeditiously.

Anonymous Reporting Form:

Sasha thanked Daneen, Levi, Michelle, and Toya for working on this item. A draft form and process document will be uploaded to the DropBox for comments from all members.

Discussion among members included next steps to be undertaken in fall:

- Presenting it to senior staff for feedback
- Presenting it at Governance Council for approval

CUPA-HR DEI Maturity Index Survey and draft goals:

Sasha thanked members for completing the CUPA-HR DEI Maturity Index Survey. The results provide a baseline for the perception of the members regarding their understanding of DEI at the School for the 5 key factors:

- Communication & Education
- Assessment
- Culture
- Investment & Infrastructure
- Compensation, Recruitment and Retention

Alanna and Paulo presented draft goals for the Communication & Education. The presentation is attached.

All relevant documents will be placed in the DropBox for members to develop draft institutional level goals for the other areas. Documents related to the Strategic Framework (and specific goals related to the CEI) are also available in the Dropbox for easy reference. It is expected that the CEI will solidify the goals by early fall.

CEI webpage and DEI definitions:

Sahana will create a repository of DEI definitions from other institutions (DropBox).

Members are requested to review available, current definitions and develop DEI definitions for key terms used by the CEI as relevant to their work at the School, *e.g.*, Diversity, Equity, Inclusion, Racial Justice, Racial Equity.

The CEI has developed its mission statement and bylaws. Once the goals and DEI definitions are developed, the CEI webpage can be created. This is expected to be done in early fall 2021.

Mentorship Program

Alanna reported on the mentorship program. Working with Laura Maltz, Alanna noted that she met with the Alumni Core Group to discuss ways in which alumni can engage with current students in a mentorship program. She noted that the mentorship model of group interactions and networking was discussed and will be explored further.

DEI course

Craig reported on the meeting with Dean Joshi and other CEI members on the development of a DEI course.

Paulo noted that a focus group of students, faculty and staff would be helpful in order to identify and determine the course content and criteria.

Andrew noted that this initiative should be undertaken in collaboration with the Curriculum Committee.

Meetings schedule in fall 2021:

Sasha noted that during spring 2021, the CEI had met once a month. However, in the fall, the CEI will need to meet at least twice a month, with possible subcommittees undertaking specific projects.