**SPH – COMMITTEE FOR EQUITY AND INCLUSION 2022-2023**

**Members:**

Co-chairs: Himani Sharma; Sasha Fleary Student members: Adriana Padilla; Ariani Alemzadeh (stepped down-Spring 2023)

Faculty members: Andrew Maroko; Levi Waldron; Marie Sillice; Victoria Ngo

Staff members: Daneen Anderson-Mercer; Paulo Lellis; Toya Cox Michelle Finn (stepped down Spring 2023)

**Minutes**

**April 24, 2023**

**Excused: Adriana Padilla**

CEI Annual Report:

The CEI Annual Report was shared with the members. As noted, the PPT will be distributed to the Governance Council. Members are asked to be present at the GC meeting to respond to any questions.

Campus Climate Survey:

Himani noted that the CEI is waiting for the Purchase Order for the Campus Climate Survey to be issued by CUNY Procurement. Once the PO # is released, the CEI will contact the vendor to set up the introductory meeting with the Dean and some senior administration staff.

Members are asked to hold the CEI all-member meeting on Monday, May 8, 2023 for a meeting with the vendor, Maya Beasley to discuss the implementation plan and the survey instrument.

Staff Leadership and Staff Awards

Daneen, the CEI representative on the Staff Awards Review Committee, reported that the Award Review Committee noted the following items for the future:

- All nominations must use the forms provided.

- The timeline did not allow for clarification for nominations that did not meet the “years of service” criteria. Effort must be made to provide sufficient time for any clarifications and re-submissions, and the review and determination by the Committee.

- Public Safety staff should be given a separate award with specific criteria as their duties and responsibilities do not fit within the general criteria for the staff leadership and staff awards.

The CEI will review the timeline, forms and criteria for the upcoming year to make the process more efficient.

Membership:

There have been no nominations to fill the vacancy for Michelle Finn’s position as a staff member. This issue will be undertaken in fall 2023.

CEI members were asked to reach out to staff and encourage nomination/membership.

GC Steering Committee:

Sasha reported the discussion on Merit Scholarship Awards at the GC Steering Committee. She noted that the CEI should liaise with the Admissions Committee to discuss using a DEI lens as one of the criteria for

Scholarship Awards. This would be in line with advocating for “underrepresented students.’ Himani is the liasion to the Admissions Committee. The matter will be discussed further for the next academic year.

Grand Rounds:

CEI will request a Grand Rounds date for a DEI speaker for 2023-24. An email request must be sent to Paulo and Doris.

CEI members were asked to solicit and present speakers for consideration.

**Victoria** noted that a DEI lens and DEI indicators should be embedded in the Academic Department Action Plans that are currently under development and which are expected to align with the School’s Strategic Plan.

She also reiterated a prior discussion about SPaR and the expectation that grant reporting should highlight DEI indicators for faculty, research projects/grants and outcomes.