



Woodring Equity and Diversity Committee *Minutes*

June 1, 2018

8:30-10:00 am – Miller Hall 258

<p>Attendees: Emma Caro (co-chair), David Carroll, Brett Coleman, Christine Espina, Jeffery Hart, Bill Lonneman, Victor Nolet (co-chair), Horacio Walker Minutes: Misti Williams, EDC Staff Support</p>		
<p>The meeting began by acknowledging that we are meeting on the stolen lands of the Salish and Lummi people. We reflect on what this means and what we can do to support them.</p>		
Agenda Items	Discussion	Decision/Action/Who/ Date Due
<p>Approval of Minutes</p>	<p>Minutes for the 5/4/18 EDC meeting were unanimously approved.</p>	<p>Jeffery Hart, motion David Carroll, second Unanimous approval</p>
<p>Announcements</p>	<p>EDC Program Funds Ad Hoc Committee Update (Emma Caro):</p> <p>The ad hoc committee met with Carole Teshima and Karen Olstad (Dean’s Office) to discuss ways to disburse program fund awards to students (as discussed at the May 4, 2018, EDC meeting). Funding awards to individual students would be deposited to the student’s account, much like a scholarship. Awards to groups of students would be disbursed through Karen Olstad. In both cases, the process would begin with the EDC notifying the Dean of a funding recommendation. The Dean would approve and forward to Karen and/or Carole for processing.</p> <p>2018-19 agenda items for EDC Program Funds:</p> <ul style="list-style-type: none"> • Establish a clear set of procedures for program funding awards, including: a timeline for nominations (preferably early in the academic year); the process for notifying the Dean’s office of funding recommendations; award approval and methods of funding disbursement; and possible follow-up with recipients. • Identify mechanisms for replenishing the EDC Fund (such as GoFund Me, Western Gives donations) and establish fund-raising targets. This could be an objective for EDC strategic goals. • Set up a five-year plan for use of current funds (for example, \$3,000/year for awards) <p>It might be possible for some Western Gives donations to go into the EDC fund, especially those intended for WCE equity & diversity efforts.</p>	<p>Continue to discuss EDC Program Funds issues in 2018-19 (see 2018-19 agenda items in discussion column)</p>

	<p>EDC Scholarship Committee Report</p> <p>Victor Nolet reported on the 2018 scholarship review process. A breakdown of funds awarded and application data was distributed.</p> <p>Some observations from those who reviewed applications included:</p> <ul style="list-style-type: none"> • Letters of recommendation are crucial to the decision process; need to stress this to the college. • Financial need – sometimes hard to gauge. Some students do not submit the financial need statement, and not all scholarships require a statement. Is there a better way to assess need or to help students convey need? • The number of EDC scholarship applications exceeded the amount of available funding. Students should be encouraged to apply for other WCE scholarships (such as Mildred Bain) in addition to the EDC scholarship. Also encourage faculty and staff to contribute through payroll deduction. <p>The Dean said if we can identify ways to improve the scholarship descriptions and process, let him know.</p> <p>The EDC felt that the scholarship subcommittee should remain active next year and continue working with the Dean on these issues.</p>	<p>The EDC scholarship subcommittee will remain active in 2018-19 and continue working with the Dean on these issues.</p>
<p>University Policies and Protocols – ICE</p>	<p>Bill Lonneman provided an update on ICE policies and procedures on campus. There are several efforts underway, but coordination is needed. Melynda Huskey suggested convening a meeting of all who are working on the issue, including students.</p> <p>Discussion included the need to create a sense of urgency around this issue. We need to do whatever we can so WWU students can feel safe and focus on their education. The EDC can help strengthen the community around this issue.</p>	<p>Continue to discuss university policies and procedures regarding ICE/Customs and Border Patrol in 2018-19</p>
<p>Proposed Woodring Model “Recruitment and Retention”</p>	<p>Victor and Emma presented information about the proposed Woodring model for “recruitment and retention,” created by Nat Reilly, who was unable to attend due to other commitments.</p> <p>The model includes a pre-major declaration process (see handout) and new language and</p>	<p>A motion to support and endorse this model was made by David Carroll and seconded by Jeffery Hart. The committee unanimously approved.</p>

	<p>methods for “recruitment and retention.” The model was discussed during a Chairs and Directors meeting, as well as WCE Department meetings, and received full support.</p> <p>A role the EDC could play is making sure all faculty and instructors are included in the education/awareness effort and stress its importance.</p> <p>Co-chairs asked the EDC to support this model and make its implementation a priority and part of our objectives next year. The committee unanimously approved.</p>	<p>Fall Agenda Item: Nat Reilly will provide a presentation with more information about the proposed WCE model.</p>
EDC Strategic Goals	<p>A revised list of the EDC Strategic Goals, as generated during a work group meeting on May 18, was distributed. Members noted that the goals are very consistent with the college’s strategic plan. The committee unanimously approved the goals and overarching statement.</p> <p>Next year, the EDC will support the college as it explores ways we can each be responsible for executing the strategic plan.</p>	<p>A motion to approve the EDC strategic goals was made by Bill Lonneman and seconded by Jeffery Hart. The committee unanimously approved.</p>
2018-19 EDC Co-Chairs	<p>The co-chairs proposed a change to the EDC co-chairs nomination process, as expressed in the WCE Bylaws: In the “Chairs” section of the WCE Bylaws:</p> <ul style="list-style-type: none"> • Change “elected at the end of the academic year” to “elected at the first meeting of the academic year” <p>Rationale: it is difficult for people to make a commitment to being a co-chair in the spring because they may not know their schedules for the following year. The previous year’s co-chairs will serve at the first meeting.</p> <p>The change was unanimously approved.</p>	<p>2018-19 EDC co-chairs will be elected at the first meeting of the 2018-19 academic year.</p>
Next Meeting/ Adjournment	<p>Next meeting:</p> <ul style="list-style-type: none"> • October 5, 8:30-10:00 am, MH 258 	