

**College of Arts & Letters
College Inclusive Practices
Committee (CIPC)**

Minutes

Tuesday, October 20, 2020

3:30 pm – 5:00 pm

Zoom

Attendance: Kathryn McEwen, Amy DeRogatis, Bump Halbritter, Kate Sonka, Brian deVries (for Jennifer Tetreau), Xia Gao, Alison Dobbins, Lisa Schwartzman, Jyotsna Singh, Piril Atabay, Everardo Cuevas, Sonja Fritzsche, and Leann Dalimonte.

Guest: Christine Radtke, Ellen Moll

Meeting started at 3:36pm

1. Approval of agenda and minutes from September 2020
 - a) Amy motioned, Xia seconded, agenda approved.
 - b) Kathryn motioned, Amy seconded, minutes approved.
2. Selection of interim Chair – Kate Sonka has self-nominated
 - a) Committee agreed with self-nomination of Kate Sonka as Interim Chair
3. Student emergency funds update – Christine Radtke
 - a) Senior Director of Development
 - Gifts & Endowments
 - b) History of student emergency fund:
 - Started in 2018, first gift was in September for \$25
 - Has become a strong priority in CAL
 - Part of our annual fund letter ask, greenline, giving day, crowd campaigns
 - Now sitting at roughly \$32,000 from about 150 donors
 - 2020 focus on art supplies for students
 - Cara has insights on the awards, how the funds are dispersed, etc.
 - More info coming from Cara next month
 - There is coordination with departments on fund distribution
4. Remarks by Associate Dean Sonja Fritzsche (Engaged Pedagogy grants; Inclusive Pedagogy Initiative, CAL Demographic Data – Teams folder; Guest from LGBTQ Center – Jesse Beal)
 - a) 2020 Demographic Data will be coming soon once we receive the raw numbers from AHR

- DEI can always be improved
- b) Jesse Beal would like to have a discussion with the committee, but is unable to meet at our normal time – can we have a special meeting date for this topic?
 - Recommendation of forming a subcommittee to meet on another date with Jesse and bring the pronouns discussion back to the full committee
 - Kate and Leann will send a poll to see who is interested and able to meet when Jesse is available
5. IDEA coordinator update (Kate and Ellen)
 - a) New Chief Diversity Officer meet and greet at the last meeting
 - Council of Diversity Deans was a part of this selection
 - b) Discussion around training program for IDEA Coordinators to become facilitators for diversity in the classroom
 - c) Discussion about election events
 - The day after moving forward post-election event: Faculty who have experience breaking this down to the community
 6. On-line teaching evaluation workshop (Kate and Ellen)
 - a) 10/21/2020 at 2:00pm via Zoom
 - b) Kate and Ellen are co-hosting the workshop – informal conversation – on how to equitably evaluate online teaching
 - Beyond understanding how observations are different
 - Pandemic online learning is different than normal online learning
 - Understanding of caregiving responsibilities, etc.
 - c) Ellen provided a tip sheet in the chat
 7. Reports from CIPC reps on DEI activities in the units/departments
 - a) Theatre – Forming a Department DEI Committee, working on general charge and listening to feedback from students.
 - b) English – Having a second upcoming meeting about department community focused on engaged pedagogy and online learning (hosted by Emery Petchauer).
 - c) LGSAAL – Dept. Chair wants to facilitate more DEI initiatives in the department, currently discussions are centering around the annual review process.
 - d) Academic Technology – 6th annual Accessibility Learning Conference coming up, largest number of participants attending this year. Now an international conference with guest speakers from outside the U.S.
 8. Inclusive pedagogical practices –
 - a) Formulation of inclusive pronouns document for College –
 - Revisiting since the document was discussed previously with last year’s committee but not created in a shared space
 - Discussion about what this document could do – what do we want to

include?

- Articulating priorities
 - Assessment approaches
 - Kate will send out a survey to get some answers from these questions and the committee will move forward together to collaborate on a document
- b) Plan workshop on inclusive pronouns
 - c) Look at “Teaching and Learning Equity Statement”
 - d) Workshop on inclusive teaching in virtual spaces

9. CIPC Charge review (See attached)

- a) Discussed last year and reviewed the bylaws language
- b) Committee would like to reprioritize charge, needs, approaches, etc.

10. CIPC values formulated fall 2018 and revised 2019 (See attached)

11. Other old and new business

a) Inquiry about the DEI/FEA position in the college

- Challenge with funding in this current climate
 - Associate Dean absorbing this work
- CAC was recently working on position description
- FEA position will continue with support from Assoc. Dean

Jyotsna motioned, Kathryn seconded, meeting adjourned at 4:57pm