

College of Arts & Letters  
College Inclusive Practices Committee (CIPC)  
Agenda  
Tuesday, October 18, 2022  
3:30 pm – 5:00 pm  
Zoom - <https://msu.zoom.us/j/91725078974>  
Passcode: 124811

Participants: Megan Dean, Tania de Sostoa McCue, Lamar Johnson, Liz Mittman, Ellen Moll (ex officio), Brad Willcuts, Laura Yares (Chair), Kirk Domer, Carly Woolwine (admin)

1. Introductions - not needed as this was leftover from the September meeting
2. Approval of October agenda and [September meeting minutes](#)  
Approved
3. Remarks by Chairperson Laura Yares
4. Remarks by Acting Associate Dean Kirk Domer
  - FEA Alison Dobbins updates – none
  - (Added 10-17) Request volunteers from CIPC to join CAC on November 3, 2022, from 3:15-5pm to discuss [DEI Coordinators](#).  
Yania de Sostoa McCue, Laura Yares, and Kirk Domer volunteered to attend.
    - The Dean indicated he hopes to create 3 DEI Coordinators throughout CAL in accordance with the document shared with CAC last spring. The duties which typically fall under the office of a Diversity Dean in other colleges currently are the responsibility of Associate Dean Fritzsche who has a large portfolio of duties already. Questions were raised about how would the FEA Officer's work overlap or dovetail with these new positions. Additional commentary noted that while this was introduced last year, we never had a follow-up discussion in CAC after representatives were asked to go back to their unit. It was shared that AAHD faculty were overwhelmingly in support of the goals there were many questions about the effectiveness of the proposed positions. As offered by one faculty member, the proposal assumes that audits of department structures and policies, as well as general advice and mentorship, can be done without the knowledge of the workings of the department that is associated an administrative appointment. The Associate Dean has real power to engage department leaders, as well as access to confidential information about HR that allows her to provide detailed and intelligent advice to department leaders. That information is matched with clear lines of accountability to the Dean. All of that is absent in the DEI Coordinators proposal.
    - The Dean recognized that more discussion is needed and once again noted that he really wants to integrate DEI into the culture of the college. It will be a topic for the next meeting. It was suggested by the CAC Chair that the writers of the proposal come to CAC and that members of CIPC also be invited to join the conversation.
  - (Added 10-13) Ellen Moll – Online Training for Review Committees; CIEG grant-funded project

Alison Dobbins and Ellen are working on a creative excellence inclusion grant that would include online training that brings awareness to systemic bias.

- Presentation of [CIPC Teams Channel](#)
  - Reports from CIPC reps on DEI activities in the units/departments
- Unit-level Search Language regarding DEI  
CIPC members were asked to upload their department's DEI activities

Fall 2022 Faculty and Academic Staff Professional Development Series:

- Friday, December 2, 2022, at 10:30-11:45am via Zoom

**Creating a “Friendlier” Syllabus – One that Promotes Student Equity, Belonging, and A Growth Mindset**

Passcode: URAGIFT

<https://msu.zoom.us/j/9888177376?pwd=Z0NHK21zUzFSN0QwVG9sVWk1MDRhQT09>

Meeting ID: 988 817 7376

Passcode: URAGIFT

Spring 2023 Faculty and Academic Staff Professional Development Series:

- Friday, January 27, 2023 at TBA via Zoom

**Supporting Student Mental Health in CAL Courses: A Continuing Conversation for Faculty and Staff**

Jonathon Novello LMSW, EAP Counselor and Jonathan Ritz, LLPC, CAL Director of Student Wellness

5. Discussion:

- [Engaged Pedagogy and Programming Grant program: Proposals for Spring 2023](#)
  - Discussion of Rubric for future criterion changes: making sure to add budget clarity to the criteria.
  - Application from Choti and Mendez received a good response from everyone. The budget is realistic, the content is exciting, and the work already being done is sound. The only question is about the lack of honoraria payment in the budget for the guest speakers. Choti and Mendez will be contacted about this to see if additional funding can be found. Application APPROVED.
  - Ap HIVES Research Workshop 22-23 series application was enthusiastically endorsed by CIPC members. Very detailed budget plan. Application APPROVED.
  - **FUTURE Suggestions included:**
    - CIPC to create an example of a detailed budget plan or template to help prospective applicants.
    - Adding past successful applications without CVs and Budgets to the website for clarity. Create an example of a detailed budget plan or template to help future applicants.
- DEI Requirement in Annual Review Process & RPT
  - Encourage all representatives to post unit-level samples to the shared CIPC Folder.

6. IDEA ([Institutional Diversity: Excellence in Action](#)) Coordinator(s) update (Ellen Moll & Caitlin Cornell) – no updates

7. CIPC Charge Review Plan – desire for more of an open door with CIPC/more guests

- Review Topics for AY22-23 – Volunteer to draft Scope of Work for CIPC/22-23

- [DEI in Annual Review & RPT](#)
    - [DEI in Faculty Searches](#)
    - [DEI in Graduate Recruitment](#)
    - [DEI in Syllabi](#)
    - [DEI Unit-level Committee](#)
  - [Concierge Ideas 2022-23](#)
    - CIPC members asked to add ideas to the concierge document for future programming.
    - Kirk and Carly will work on a scope or work statement to edit at the next meeting.
- 8. Other old and new business
  - The Inclusive Pedagogy Fellow program has been presenting great work. Suggest working with CIPC in the future, as this program could offer excellent professional development workshops for CAL faculty and academic staff.

Next meeting – Tuesday, November 15: 3:30-5:00 pm

Resources:

- CIPC website: <https://cal.msu.edu/faculty/councils-and-committees/college-inclusive-practices-committee-cipc/> (see attached: CAL Bylaws)
- [MSU DEI Steering Committee report and plan](#), page 42
- [MSU Strategic Plan – DEI as guiding principle](#)
  - UNIT Reminder: Provost’s Memo on Diversity, Equity, and Inclusion [DEI] Efforts Related to Research/Scholarship/Creative/Performative Activities, Teaching Outreach, and Service for annual review and promotion review
- The [Center for Community Engaged Learning \(CCEL\)](#) invites you to participate in a [Special Topics Series for Faculty Practitioners](#)
- Status of [Engaged Pedagogy and Programming Grants](#)
  - Submissions for Spring 2023 are due September 30. Original call went out on June 7, 2022, and reminder on September 13, 2022.
  - Submissions for AY 2023-2024 will be sent out in Spring 2023
- Status of Inclusive Pedagogy Fellow Program
  - **10 Fellows**, including Caitlin Cornell (CeLTA), Karen Moroski-Rigney (Writing Center), Jonathan Choti (LiLaC), Rebecca Cifaldi (AAHD), Ayman Mohamed (LiLaC), Shannon Quinn (LiLaC), Cheryl Caesar (WRAC), Joyce Meier (WRAC), Ural Grant (Theater), Catalina Bartlett (WRAC)
  - **Coordinating Fellows:** Denise Acevedo (WRAC) and Katie McEwen (LiLaC)
  - Lorelei Blackburn presented on Trauma-informed pedagogy