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

Tuesday, September 19, 2023   
3:30 pm – 5:00 pm

Minutes

Participants:

Garth Sabo (IAH), Swarnavel Pillai (ENG), Tze-Lan Sang (LiLaCs), Jacquelynn Sullivan Gould (AAHD), Kailey Henderson (RCS – Graduate Student), Lisa Schwartzman (PHL), Sonja Fritzsche (ex officio), Brian deVries (admin)

1. April Meeting Minutes and September Agenda Approved
2. Welcome Remarks by Associate Dean Sonja Fritzsche
   1. Purpose of CIPC and charge: to advise the Dean and CAC on diversity, equity, and inclusion matters; the committee does not create policy, but can propose draft policies to the Dean and/or CAC. The issues to be discussed are determined by members of the committee, responding to the actual needs, activities, and accomplishments of the departments and units.
   2. Associate Dean for Equity, Justice, and Faculty Affairs Search: Job description is available on MSU Job site; committee is reviewing proposals. Position came about because of shifting in the Deans’ office; saw an opportunity to address DEI with greater focus. Sonja is shifting to Undergraduate Studies and Administration.
   3. Assistant Dean for Undergraduate Studies (DEI in Teaching and Learning) Search: Ellen Moll is the interim Dean for this position for this year and there will be a search for a permanent role.
   4. Proposal for rotating minutes taking according to the schedule on the agenda.
3. Introductions and one intention for this committee for the year
   1. Intentions:
      1. Inclusivity as it relates to college programming and how we can create a safe space for students, faculty, and staff; how can we expand that from a classroom scale to a college scale?
      2. To explore pursuing inclusive practices on an administrative level.
      3. The importance of inclusivity in mentoring.
      4. Learning how policies are formed and shaped on the college level; explore how units can implement those policies.

There were follow up questions about structures and how the committee works

* CIPC is designed for faculty and academic staff to provide input and shape diversity, equity, and inclusion work in the College of Arts & Letters. Topics come from the College level for discussion to go back to the departments via their faculty meetings, DEI committees, or unit advisory committees, for the representatives to bring back feedback/input at the following meeting. Members can bring issues that come from their units to the committee for further discussion. If the committee wishes to recommend a policy, then it would take that typically to the CAC and the Dean, as CIPC is advisory to the Dean.
* The Associate Dean who serves ex-officio is a member of the Council of Diversity Deans and serves as a communicative conduit of information between CODD and CIPC as well as in the other areas that the AD works, including the Council of Faculty Affairs Deans.
* The IDEA Coordinator representative from CAL goes to the IDEA meetings, a cross-campus DEI group that includes representation from Jabbar Bennett and the Associate Provost for Faculty and Academic Staff Affairs. The representative also reports back to CIPC.

1. Conversation about Presidential search what are the structures for feedback  
    In reaching out to provide feedback on the Presidential search, this can be communicated through the AD to CODD and COFAD; it can be communicated through the IDEA coordinator, it can be communicated to the Faculty Senate, it can be communicated to the Dean and also to the Presidential Search Committee itself.

1. Committee Values Exercise - <https://cplong.org/2023/03/finding-the-values-in-committee-work/> The committee discussed the values exercise and members were divided up into 2 break out rooms to go through the Committee Values Process. The following were results from the discussion.

* Transparency,
* Share orientation towards action – be the production of things
  + Challenges inscrutability of the university apparatus we don’t want to contribute to that and we want an action based orientation.
* Valuing the relational aspects of the committee – how insular that departments can be; a college-level breaks through this. Recognition of our shared humanities and not bullet points; that we are people and not just titles
* Idea of consistency – relates back to what Garth said, not just having conversations and that they lead to something else.
* Trust – is not something that you can immediately have and it is something that is earned. Trust requires time and the ability to talk to each other
* Significant of implementation – consistency and trust – predicated on time
* Department committees change – so there is the challenge of consistency – tied to inclusivity
* Time needs to be taken into consideration – so that ideas that are put forth have possibility of being implemented.
* Trust – comes with time. Takes time and work.
* The importance of everyone’s voice being able to be the conversation. Sometimes in committee a couple of voices talk and talk and talk. Commitment to know that all voices are important and there should be a space for them to share.

1. Selection of chairperson(s)
   1. Co-Chairs: Garth Sabo and Jaqueline Sullivan Gould

1. IDEA coordinator representatives needed (last year Ellen Moll and Caitlin Cornell)
   1. Shreena Gandhi
2. Engaged Pedagogy and Programming Grant Proposals for Spring 2024  
    <https://cal.msu.edu/wp-content/uploads/sites/56/2023/01/CAL-engaged-pedagogy-fund-CFP-2023-2024.pdf> The committee discussed the September deadline for units and to the College and the timeline for the spring.

1. Other old and new business

Next meeting – Tuesday, October 17, 3:30-5 pm

Minutes -

September - Sonja and Brian

October - Eswaran Pillai, Swarnavel and Gandhi, Shreena

November - Henderson, Kailey and Moulding, Charles

January - Sabo, Garth and Sang, Tze-Lan

February - Schwartzman, Lisa and de-Sostoa-McCue, Tania

March - Sullivan Gould, Jacquelynn and Welsh, Ryan

April - Sonja and Brian