

Shepherd University Diversity and Equity Committee Meeting Agenda
Wednesday, October 28, 2020
2:00 – 3:30 p.m.

I. Approval/Recorder for Minutes

II. Meeting Cycle for 2020-2021

III. Civility and Response/Emergency Updates

IV. New Business

A. Newsletter Subcommittee (new)

V. Initiatives

A. Policy and Procedure Review (Update: Annie/Quita)

Sub-Committee Membership: Cynthia Copney, Melanie Ford, Karen Green, Quita Howard-Bostic, Annie Lewin, Richie Stevens, Rob Tudor

B. Campus Wide Equity and Inclusion Online Training (Mandatory)

1. Provisions for Training

a. Timeline for completion

b. Requirements for training update

c. Mandatory for new employees and incoming students

2. Reviewing Feedback

a. Dialogue

b. Complete Modules before taking Exam (Closed Design)

c. Take Exam and Modules Open for Education as Needed (Open Design)

d. Two-part Training Model

C. All Gender Restroom Initiative

VI. Training and Award Updates (Marie/HR)

A. Search Committee/Diversity Training

B. Job Advertising for diverse applicant pools

C. Staff Awards and Recognition - Commitment to Diversity Award

VII. Current Events/Updates (Also Email Howard-Bostic to send one email update)

VIII. DIVERSITY AND EQUITY COMMITTEE

(from the Shepherd University Equal Opportunity Policy and Affirmative Action Plan, Revised September 27, 2016)

STRUCTURE

The Diversity and Equity Committee is appointed by the President and consists of members drawn from the administrative staff, faculty, classified employees, community, and undergraduate and graduate student body. The chair is elected by the committee.

CHARGE

The Diversity and Equity Committee will report to Administrative Council on the following tasks:

1. To **review the current hiring practices** of the University and recruitment and retention of minority populations and underrepresented faculty, staff, and students;
2. To **recommend policies and strategies** to increase and retain the number of minority populations and underrepresented administrators, faculty, staff, and students;
3. To **recommend measures to facilitate a supportive university** environment for all community members and internal and external stakeholders;
4. To **identify off-campus outreach efforts** that will significantly impact the lives and opportunities of minority populations and underrepresented students, faculty, staff, and community members in the University's service area; and
5. The Committee will also serve as a body which will periodically **review progress** in reaching the above stated objectives and make recommendations for prompt, remedial action.
6. **Educate the University** community on issues of diversity and social justice.
7. **Actively support** (and/or sponsor as able) other University organizations' efforts to educate the University community on issues of diversity and social justice.