



RFHS Diversity Committee

Record of Decisions

Tuesday, January 23rd, 2018

Time 1:00

Location R110

Attendees:	Valerie Williams
Reg Urbanowski	
Audrey Richard	
Jackie Gruber	
Donna Martin	
Ehiedu Osemiha	
Tania Gottschalk	Regrets:
Janesca Kydd	Hanna Kilas
Lalitha Raman-Wilms	Carla Shapiro
Marcia Anderson	Martha Ainsley
Marcia Langhan	Stephanie Bansee
Maribel Abrenica	Jackie Gruber
Sara Smith	Devi Atukorallaya
Sheri McKinstry	

Record of Discussion:

1. Agenda Item #1: Approval of Agenda

- o Committee as a whole motioned to approve the agenda

2. Agenda Item #2: Review of Minutes from 12/15/2017

- o Terms of Reference were brought up. Request that page 5, section 10 (date of TOR approval) be addressed with the Dean’s Council.
- o Request that Liane’s information be placed in #4 as the support member for the committee
- o Lalitha motioned to approve minutes, seconded by Maribel

ACTION- Liane to update TOR, forward to Marcia for review then send to Dean’s Council as agenda item

3. Agenda Item #3: Lit Review by Tania

- o Lit references separated into the following categories and assigned to committee members for review: pedagogy/anti-racism (Jackie), admissions policies (Marcia A), student perception (Donna), recruitment and retention (Reg), diversity in curriculum (Tania), cultural safety (Sarah O), and science of diversity-NIH (Lalitha).
- o References are to be reviewed by assignees and dropped off to Tania prior to the next Diversity meeting

ACTION- Review of all references completed and turned into Tania prior to next Diversity

meeting. Tania to place compiled information into Mendeley (citation management software)

4. Agenda Item #4: Review of Actions Items

- Review of data clarifying where women work within the organization (Dr. Ainsley and Valerie)- deferred until next meeting
- Framework structure (Lalitha, Sarah , Valerie and Devi)- Framework document reviewed. Decision made that we keep the current framework but add in portions of our strategic plan. The committee will have a separate meeting in order to brainstorm what the priorities should be as well as come up with an operational plan. It is noted we should include key performance pieces for evaluation.

ACTION- Lalitha will forward questions in regards our strengths, opportunities, challenges and concerns to the committee. Committee members are to respond by February 9th to both Lalitha and Valerie.

- Commitment Letter (Reg and Dr. Ainsley)- Janesca would like to add strategic plan alignment to the letter. Once completed Liane to distribute to RFHS Deans for signatures
- Letters of Support- student letters will likely be easy to obtain. Suggestion that student council should take the lead on this. For UMFA and AESIS, Reg has requested that this topic be discussed in the next Dean's Council meeting.

ACTION- Janesca and Marcia to review commitment letter. Liane to have all RFHS Deans sign letter. Liane to send student/staff support letters topic to Jolene for the next Dean's Council Meeting