EIAC |MINUTES

Meeting date | time 1/26/2017 2:00 PM | Meeting location Conference Call

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| |  |  | | --- | --- | | Meeting called by | Jessica Steinhebel, Chair | | Type of meeting | Monthly Meeting | | Facilitator | Jessica Steinhebel | | Note taker | Jessica Steinhebel | | |  | | --- | | Attendees  Jennifer Campbell, Greg Kerr, Romeo Lopez Gonzalez, Araceli Cruz, Sheila Yacob, Jessica Steinhebel |   Notes Approved by Araceli Cruz |

# Agenda topics

Agenda topic Proposal to change name to Equity Inclusion Action Committee Presenter Jessica Steinhebel

Discussion: Change “definitions” to “commitments”, add additional language to Equity commitment, add additional language to Inclusion definition.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| Update agreed upon revisions to the proposal | Jessica | 1/26/2017 5:00 PM |
| Final Draft to Committee | Jessica | 1/26/2017 5:00 PM |
| Present final proposal to EC Committee | Jessica | 1/31/2017 5:30 PM |

Agenda topic Committee Description for OASFAA Policy & Procedures Presenter Jessica Steinhebel

Discussion : Idea of “brave space” vs. “safe space” in bullet 1. Agreed that “brave space” infers that difficult discussions are needed for open dialogue. “Safe space” is not always safe and does not recognize issues of participants who may not feel safe to express opinions and perspectives. Bullet 2: added inclusion language. Bullet 3: Minor grammar changes. Bullet 4: deleted. Added continuous learning to bullet 1. Bullet 5: added “inspiring”.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| Update agreed upon revisions to the Committee definition | Jessica | 1/31/2017 5:30 PM |
| Final Draft to Committee | Jessica | 1/31/2017 5:30 PM |
| Present final draft to EC Committee | Jessica | 1/31/2017 5:30 PM |

Agenda topic Finalize equity, diversity and inclusion definitions | Presenter Jessica

Discussion: Committee decided to move this topic to a future meeting. Pending further information regarding access to posting resources on website.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| Website Resources. Connect with Abril Hunt. | Jessica | 2/3/2017 12:00 PM |
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Agenda topic New Member and Co-chair Recruitment Presenter Jessica Steinhebel

Discussion: Jessica has contacted two potential members from the Volunteer list. She will be meeting with one potential member at the OASFAA conference. Members of the committee have declined the Co-chair position at this time. Committee has agreed that one co-chair should be from outside the Portland metro area. One potential member has been contacted for the role of co-chair.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| Follow up with two prospects. | Jessica | 2/3/2017 12:00 PM |
| Committee members attending the OASFAA conference will further recruit new members in attendance. | Jessica & Greg | 2/3/2017 12:00 PM |

Agenda topic Annual Conference, Updates & Next Steps for 2017 Presenter Jessica Steinhebel

Discussion: Annual Conference: There were attempts for further EDI resources to be included at the OASFAA. No response so far from Annual Conference Committee. Suggested that several of the EDI related sessions be recorded.

Committee suggested getting more data before deciding on possible EDI resources and training opportunities for 2017. Suggestion: include an EDI specific survey at OASFAA conference 2017 to inform committee of member topic interests. Website: need a plan for EDI resources on website. Suggestion: Road show concentrating on rural parts of Oregon which would provide information to the community. Specifically focusing on EDI information regarding DACA/ Undocumented students, LGBTQ communities, and other underrepresented communities. Further discussion needed.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| Follow Up meeting to Annual Conference Committee regarding inclusion of EDI materials in bag, steps for EDI related sessions to be recorded. | Jessica and Greg | 1/27/2017 5:00 PM |
| Survey | TBD | 1/30/2017 5:00 PM |