

TEAMS Meeting  
**Meeting Minutes**

**Attendees:** Jake Beamer, Dwayne Compton, Fannie Cox, Faye Jones, Connie Martinez (Vice Chair, presiding), Maria Tinnell

**Guests:**

Item	Discussion	Time Stamp	Action to Accomplish	Person/Group Responsible
<b>Call to Order</b> <ul style="list-style-type: none"> <li>Welcome</li> <li>Approval of Minutes</li> </ul>	Vice Chair Martinez called the meeting to order at 11:32 a.m. <ul style="list-style-type: none"> <li>VC Martinez welcomed attendees</li> <li>Dwayne Compton made a motion, which Maria Tinnell seconded, to approve the minutes of the April 13, 2021 meeting. The motion passed.</li> </ul>	<a href="#">0:05</a>  <a href="#">2:04</a>		
<b>Updates</b> <ul style="list-style-type: none"> <li>CARA Priority Areas</li> </ul>	<ul style="list-style-type: none"> <li>On April 22, 2021, Faye Jones provided a CARA update to the Board of Trustees at its April 22, 2021 meeting, specifically discussing the 6 Priority Areas of CARA:               <ul style="list-style-type: none"> <li>Culture, Policies, Practices, and Procedures</li> <li>Equity in Work, Compensation, Professional Development, and Reward</li> <li>Curriculum and Instruction</li> <li>Images and Communication</li> <li>Recruitment and Retention of Diverse Talent</li> <li>University and Community Relationships</li> </ul>               The presentation is <a href="#">attached</a>. The update was for information only and the board took no action. Next steps include creating action steps under each priority area, and are expected to be drafted by the end of June and finalized by the end of July. The BOT will also preview these action steps.             </li> </ul>	<a href="#">2:31</a>		
<ul style="list-style-type: none"> <li><a href="#">Newsletter</a></li> </ul>	<ul style="list-style-type: none"> <li>Maria Tinnell stated the May Newsletter has been reviewed, edits have been made, and will be shortly posted to the website.</li> </ul>	<a href="#">6:10</a>	Send newsletter to CODRE, President’s Cabinet, and Chief Administrative Officers.	Jake Beamer
<ul style="list-style-type: none"> <li>Helper Helper</li> </ul>	<ul style="list-style-type: none"> <li>Twelve people have signed up to use Helper, the app to track hours/monies regarding DEI volunteer work/initiatives. Four people are actively using it. Maria asked for more participation. She will also create an instructional guide on how to use the app.</li> </ul>	<a href="#">9:47</a>	Create instructional guide for Helper app. Create list of CODRE search committee rep questions.	Maria Tinnell  Harris & Martinez

Item	Discussion	Time Stamp	Action to Accomplish	Person/Group Responsible
<ul style="list-style-type: none"> <li>Search Committee Participation</li> <li>Awards Announcements</li> <li>Documented Administrative Documents</li> <li>Confirm New Meeting Schedule</li> </ul>	<ul style="list-style-type: none"> <li>Connie Martinez noted that she and Muriel Harris are on the search committee for the next Dean of the College of Education and Human Development. They will develop and share with the Executive Committee a list of questions for all CODRE reps on all future search committees.</li> <li>Award winners are announced in the May Newsletter: Sherri Wallace and Tamara Russell. Nominations have increased over the previous year. In-person awards ceremony?</li> <li>Connie Martinez discussed the administrative documents created by Muriel Harris regarding the future structure of CODRE. The committee will continue to review and refine the documents. The committee will share the documents with the CODRE General Body at its May 13, 2021 meeting and ask for comment. Final drafts of new documents, including bylaws, will be presented for final review at the August 2021 CODRE General Body meeting. Final approval is anticipated at the September 2021 CODRE General Body meeting. Include the draft documents/bylaws in the August New Commissioner Orientations.</li> <li>The Committee agreed that the new, monthly CODRE meeting schedule should continue: First hour for General Body, second hour for Commissioners only.</li> </ul>	<p><a href="#">15:37</a></p> <p><a href="#">19:47</a></p> <p><a href="#">22:47</a></p> <p><a href="#">40:42</a></p>	<p>Promote the awards more. Employee Success Center handling awards?</p> <p>Finalize documents, send to CODRE General Body by August (to comply with 30-day notice of changes to bylaws) for final approval at September meeting.</p> <p>Review/revise bylaws.</p> <p>Confirm new schedule at CODRE General Body meeting, May 13.</p>	<p>Maria Tinnell Jake Beamer</p> <p>Executive Committee, Muriel Harris</p> <p>Fannie Cox, Maria Tinnell</p> <p>Muriel Harris</p>
<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>Return to Work Policy</li> <li>My Old Kentucky Home</li> </ul>	<ul style="list-style-type: none"> <li>The Committee discussed the upcoming Return to Campus Policy, encouraged members to join the <a href="#">HR Talks</a> sessions. Discussions occur in May, draft policies in June, and final policy takes effect July 1.</li> <li>The Committee addressed the playing of My Old Kentucky Home by the UofL Band at the Kentucky Derby. A letter regarding the song's racist sentiments has been sent to Dean Teresa Reed at the School of Music.</li> </ul>	<p><a href="#">45:42</a></p> <p><a href="#">55:14</a></p>	<p>The Committee will allow more time for Dean Reed to respond to their letter.</p>	

Item	Discussion	Time Stamp	Action to Accomplish	Person/Group Responsible
<ul style="list-style-type: none"> <li>Collaboration with COSW</li> </ul>	<ul style="list-style-type: none"> <li>Jake Beamer is scheduling a joint executive committee meeting between CODRE and COSW to discuss ways to inventory DEI initiatives, programs, etc., at Provost Gonzalez’s request.</li> </ul>	<p><a href="#">1:01:48</a></p>	<p>Consider having CODRE retreats (like listening sessions) for commissioners to talk freely.</p> <p>Schedule meeting, tentatively May 24, 10:00 a.m. – 12:00 p.m.</p>	<p>Jake Beamer</p>
<p><b>Other Business/Announcements</b></p> <ul style="list-style-type: none"> <li>Nominations for New Commissioners</li> <li>New Minutes Formatting</li> </ul>	<ul style="list-style-type: none"> <li>Maria Tinnell announced that nominations are continuing to be submitted despite the deadline (April 30) having passed. The committee discussed extending the deadline and pushing it back in the future.</li> </ul> <p>Maria requested Executive Committee members to access the <a href="#">CardBox folder</a>, download the <a href="#">rubric</a>, and make decisions about nominations.</p> <ul style="list-style-type: none"> <li>The Committee discussed the value of video recording meetings and using them to create minutes with time stamps for review. The Committee agreed to discuss this with the General Body at the May 13 meeting, and present the following options: <ul style="list-style-type: none"> <li>Option 1 - Video record as we have been, minutes will include time stamps. Video recordings are published but password protected.</li> <li>Option 2 - Only video record General Body meeting, and the minutes of those meetings will have time stamps. Video recordings are published but password protected.</li> <li>Option 3 - Video record all meetings but do not publish recordings. Minutes will no longer include timestamps and require more detail (additional work for future secretaries of the commission and its committees).</li> <li>Option 4 - No video recordings of any kind. Minutes will no longer include timestamps and require more detail (additional work for future secretaries of the commission and its committees).</li> </ul> </li> </ul>	<p><a href="#">1:07:36</a></p> <p><a href="#">1:15:45</a></p>	<p>Postpone deadline to May 21, announce at May 13 CODRE meeting</p> <p>Share these options with the General Body</p>	<p>Muriel Harris</p> <p>Maria Tinnell</p>

Item	Discussion	Time Stamp	Action to Accomplish	Person/Group Responsible
<ul style="list-style-type: none"> <li>5/13 General Body Agenda</li> </ul>	<ul style="list-style-type: none"> <li>The committee discussed and finalized the agenda for the May 13 General Body Agenda.</li> </ul>	<a href="#">1:26:21</a>	Send agenda and materials to CODRE General Body	Jake Beamer
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>The meeting adjourned at 1:25 p.m.</li> </ul>	<a href="#">1:52:27</a>		

# University of Louisville Cardinal Antiracism Agenda (CARA)

**V. Faye Jones, MD, PhD**

Interim, Senior Associate Vice President for Diversity and Equity

**Muriel Harris, PhD**

Chair, Commission of Diversity and Racial Equality (CODRE)

UNIVERSITY OF  
**LOUISVILLE**

Board of Trustees  
April 22, 2021

# Guiding Principles

## CARDINAL

Let us be a university that is a **Community of Care**. Care for self, care for one another as the Cardinal Family and care for the community beyond. We are a community—not just a collection of individuals. We are a community—not just buildings connected by an HVAC system.

**Accountability.** We keep our promises. We own mistakes. We are accountable to the team.

**Respect, irrespective of position.** We respect each other’s humanity and dignity, no matter what our positions in the organization are. We also respect our right to differing and conflicting positions on issues. We will be a place that prepares students for ideas, not protects students from ideas.

**Diversity and Inclusion.** We celebrate diversity of thought, perspectives and life experiences. As our state motto declares: United We Stand, Divided We Fall. We want everyone, in the richness of all of their many unique and intersecting identities, to feel included in the Cardinal fold.

**Integrity and Transparency.** We will be true to our mission of an urban research university to create, disseminate and apply knowledge. Integrity is our collective commitment to make decisions with the best interests of our university in mind and to share the decision-making rationale and outcomes.

**Noble Purpose.** Each of us will identify for ourselves the way in which we make a difference. We must solve the problems of access and affordability to give everyone the opportunity to find and pursue their own noble purpose.

**Agility.** We will recognize that things change and when they do, we must change things. We know when adaptation in an organization does not keep pace with adaptation in the environment, the organization will not survive.

**Leadership.** We recognize management is a position but leadership is an activity. We will all behave as owners of the University of Louisville because we are. “We are UofL” is not just a hashtag or a slogan. It is our declaration of leadership and ownership.

# Definition: Antiracism

- The active process of identifying and eliminating racism by changing systems, organizational structures, policies and practices and attitudes, so that power is redistributed and shared equitably

*NAC International Perspectives: Women and Global Solidarity*

- “Any idea that suggests the racial groups are equal in all their apparent differences—that there is nothing right or wrong with any racial group”

*How to be an Anti-Racist, Ibram X. Kendi*

# Sample Student Data Metric: Graduation Rate

UofL 6-yr Graduation Rate<sup>1</sup> by Race/Ethnicity

	2010 Cohort		2011 Cohort		2012 Cohort		2013 Cohort		2014 Cohort	
	<i>n</i>	6-yr Graduation Rate	<i>n</i>	6-yr Graduation Rate	<i>n</i>	6-yr Graduation Rate	<i>n</i>	6-yr Graduation Rate	<i>n</i>	6-yr Graduation Rate
<b>White</b>	1,959	52.3%	1,992	55.5%	2,037	56.0%	2,164	59.4%	2,213	61.0%
<b>Hispanic</b>	97	57.7%	57	40.4%	96	54.3%	106	58.1%	109	53.2%
<b>African-American</b>	283	48.8%	287	49.6%	276	58.0%	282	55.5%	244	55.4%
<b>Other</b>	173	62.2%	175	54.0%	235	60.7%	253	55.8%	264	62.5%
<b>Cohort Total</b>	<b>2,512</b>	<b>52.8%</b>	<b>2,511</b>	<b>54.4%</b>	<b>2,644</b>	<b>56.6%</b>	<b>2,805</b>	<b>58.6%</b>	<b>2,830</b>	<b>60.4%</b>

Source: Official university degree files.

<sup>1</sup> Graduation rates are calculated using the Graduation Rate Survey (GRS) cohort (first-time, full-time, baccalaureate degree-seeking students). Percentages by race/ethnicity are calculated as a percentage of students of that race/ethnicity within the cohort and not as a percentage of the cohort total. Part-time students and transfer students are excluded from the cohort. Valid exclusions defined by the US Department of Education (military service, missionary service, death) are reflected in the 6-year graduation rate.



# Sample Metric: UofL Climate Data

Definition	2018 Baseline (Overall)	White	Black/AA	Hispanic/ Latinx	Other
Overall employee perception on Climate Survey	2.98 (F18)	3.11 (F18)	2.80 (F18)	3.14 (F18)	2.99 (F18)
Employee perception of compensation and benefits	3.02 (F18)	3.09 (F18)	2.98 (F18)	3.08 (F18)	3.02 (F18)
Employee perception of diversity/inclusion	3.69 (F17)	3.75 (F17)	3.55 (F17)	3.83 (F17)	3.69 (F17)
Employee perception of work/life balance	3.37 (F17)	3.37 (F17)	3.49 (F17)	3.71 (F17)	3.37 (F17)
Employee perception of work environment	3.62 (F17)	3.65 (F17)	3.63 (F17)	3.92 (F17)	3.63 (F17)
Employee perception of leadership	3.51 (F18) MEDIAN	3.57 (F18)	3.49 (F18)	3.73 (F18)	3.51 (F18)
	3.36 (F18) MEAN	3.45 (F18)	3.25 (F18)	3.54 (F18)	3.36 (F18)

<sup>1</sup> 2018 sample size: 1,802 (response rate of 25.9%); includes 72.5% White, 7.9% Black/AA, and 1.6% Hispanic/Latinx  
 2017 sample size: 1,903 (response rate of 27.5%); includes 77.2% White, 9.3% Black/AA, and 2% Hispanic/Latinx

## Where we've been

- Education Trust
- Insight Into Diversity HEED Award-Champion Designation
- Most LGBTQ+ friendly university in the south – Campus Pride Index
- Cultural and Equity Center
- New Assistant/Associate Deans

## Where we're headed

- Consistency between external recognitions and lived experiences of campus constituents
- Anti-racist principles and action embedded into every part of the institution
- DEI valued as a distinctive element of the Cardinal experience
- Intersectionality of work

**Phase I**  
Pre-Plan:  
Taskforce Composition and Subgroups  
and Information Gathering

**Phase II:**  
Develop Draft Report With Strategic  
Recommendations

**Phase III:**  
Finalization of CARA

**Phase IV:**  
Create Systemic Implementation Plan  
for CARA

## Direction for Work : July and August 2020

**July - November 2020**

**December 2020 – June 2021**

**July 2021 –**

## Team Leaders

- Craig Blakely
- Karan Chavis
- Dwayne Compton
- Fannie Cox
- Sherry Duffy
- Toni Ganzel
- Muriel Harris
- Vicki Hines-Martin

## Team Leaders

- V. Faye Jones
- Irv Joshua
- Michael Mardis
- Mary Elizabeth Miles
- Teresa Reed
- Ryan Simpson
- Michael Wade Smith
- Diane Whitlock
- Lora Cornell
- Maria Tinnell

# **6 Priority Areas**

- 1. Culture, Policies, Practices, and Procedures**
- 2. Equity in Work, Compensation, Professional Development, and Reward**
- 3. Curriculum and Instruction**
- 4. Images and Communication**
- 5. Recruitment and Retention of Diverse Talent**
- 6. University and Community Relationships**

# Priority Areas: Culture, Policies, Practices, and Procedures

**Codify the adoption of the University's commitment to support a culture of antiracism as a core institutional value in governance, policies and procedures.**

## ***Sample Action Steps:***

- Review all policies and procedures (including the Red Book, HR, promotion and tenure, student governance, unit level policies, Board of Trustees policies, and others) using identity-based equity tools to assure that they are absent of provisions that disparately impact any identity group.
- Establish an Advocate Office to centralize the reporting, tracking, advocacy, accountability, and referrals for incidents of bias, racism or race-based discrimination impacting educational and residential experiences.

# Priority Areas: Equity in Work, Compensation, Professional Development, and Reward

**Ensure equitable distribution of work, compensation, and rewards for all university constituents that allow them to reach their full potential.**

## ***Sample Action Steps:***

- Re-design criteria for annual workplans giving appropriate weighting for DEI and community engaged work with equivalency with other kinds of teaching, research, and service.
- Invest in professional development, mentoring/coaching and career development sponsorship to ensure all of our workforce no matter their position or identity, have equitable opportunity to reach their potential.

# Priority Areas: Curriculum and Instruction

**Ensure our campus-wide curriculum supports learning at undergraduate and graduate levels using an antiracism framework.**

***Sample Action Steps:***

- Revise the Cardinal Core to support a more meaningful and required immersion in learning related to racism using an antiracism framework.
- Require an audit or intentional review of all instructional content to, when possible, embed content in support of antiracism.



# Priority Areas: Images and Communication

**Ensure that the University reflects an anti-racism stance in all images and communication to support its intent to create an inclusive and welcoming space.**

***Sample Action Steps:***

- Establish a framework and implement an environmental audit to review all University images and communications to assure that the intent to create an anti-racist university is not undermined through these mediums.
- Regularly communicate to the University and Louisville community the status of achievement of the Cardinal Anti-Racism Agenda.

# Priority Areas: Recruitment and Retention of Diverse Talent

**Provide a structured process for recruitment and retention of faculty, staff, administrators, students, residents and post-doctoral trainees, that provides and supports professional development and advancement.**

## ***Sample Action Steps:***

- Create specific recruitment and retention programs targeting BIPOC populations at all levels.
- Invest resources to support placement of spousal hires for candidates who receive employment offers in the faculty or professional staff and administrative positions.

# Priority Areas: University and Community Relationships

**Fully engage the structures for community engagement to provide learning opportunities for faculty, staff, students, residents, fellows and post-doctoral trainees to help promote anti-racism within our university.**

## ***Sample Action Steps:***

- Invest in the Anne Braden Institute, CCTSJR, HSC Health and Social Justice Scholar Program and other UofL centers and programs that extend into the Louisville Metro Community and promote antiracism within our University.
- Fully engage the structures of the Signature Partnership to create more university stakeholder learning opportunities through community engagement responsive to community-directed needs.

# Metrics – Disaggregate Data

## Examples of types of data

- Student Data
  - **Enrollment, Retention, Graduation**
- Total Employment (faculty, staff, administrators)
  - **Recruitment, Retention, Promotion**
- Climate Data
  - **UL Climate Survey**
  - **Great Places to Work Survey**
- Metrics for Diversity
  - **Gender diversity (%)**
  - **Education diversity (%)**
  - **Cultural diversity (%)**
  - **Race/Ethnicity (%)**
  - **Religion (%)**
  - **Language (%)**
  - **Nationality (%)**

Source: Diversity and Inclusion: Strategy Scorecard with KPIs  
<https://bscdesigner.com/diversity-and-inclusion.htm>

# Create NEW Measures of Inclusion

## Measuring Inclusion

- Employee surveys to create an Employee Inclusion Index
- Career path

## Proxy metrics for Inclusion:

- Average length of employment (tenure) for diverse talent – the number of years a diverse talent stays in the company compared to the company's average tenure
- Promotion rate for diverse faculty and staff (%)

## Other metrics to be identified

Source: Diversity and Inclusion: Strategy Scorecard with KPIs  
<https://bscdesigner.com/diversity-and-inclusion.htm>

# Outcomes

- CARA Report - including action plans for every strategy
- CARA Data Dashboard – making diversity data transparent and accessible
- CARA Cultural Impact – improving the lived experiences of all of our Cardinal family

# Contributors to the CARA document

The Executive Committee of the Commission on Diversity and Racial Equality (CODRE) wishes to express thanks to the members of CODRE and the University community who were enlisted to join the creation of the Cardinal Anti-Racism Agenda.

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# CARA Workgroups

The construction of the Agenda would not have been achieved without the contribution and efforts of the Cardinal Anti-Racism Agenda workgroups. Gratitude is sincerely extended to the members of each workgroup.

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# CARA Workgroups

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### Tawana Coates

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### Terri Mason

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Assoc Professor, University Libraries, Belknap Campus

### Dwayne Compton

Chief Diversity Officer, School of Medicine

### Faye Jones

Senior Associate Vice President for Diversity and Equity, Associate Vice President for Health Affairs-Diversity Initiatives



# Questions and Comments

# University of Louisville Cardinal Antiracism Agenda (CARA)

**V. Faye Jones, MD, PhD**

Interim, Senior Associate Vice President for Diversity and Equity

**Muriel Harris, PhD**

Chair, Commission of Diversity and Racial Equality (CODRE)

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