

TEAMS Meeting  
Meeting Minutes

Attendees: Dereck Barr-Pulliam, Erica Camp, Fannie Cox, Muriel Harris, Patrick Harris, Kristie Helm, Susan Jenkins, Khotso Libe, Connie Martinez, Charles Sharp, Heather Storer, Daniela Terson de Paleville, Maria Tinnell, Marian Vasser, Jim Warner, Kristia Worthy

Guests:

Item	Discussion	Time stamp	Action to accomplish	Person/Group Responsible
I. Welcome <ul style="list-style-type: none"> <li>• Call to Order</li> <li>• Approval of Minutes</li> </ul>	Chair Harris welcomed commissioners to the meeting. <ul style="list-style-type: none"> <li>• She called the meeting to order at 1:05 p.m.</li> <li>• Maria Tinnell made a motion, which Fannie Cox seconded, to approve the minutes of the April 15, 2021 meeting. The motion passed.</li> </ul>			
II. Purpose of the meeting <ul style="list-style-type: none"> <li>• Presentation of Documents</li> <li>• Discussion of artifacts               <ul style="list-style-type: none"> <li>• Logic Model</li> </ul> </li> <li>• Committees</li> </ul>	Chair Harris explained the purpose of the meeting: to review CODRE’s administrative structure. <ul style="list-style-type: none"> <li>• Documents were presented.</li> <li>• Artifacts were discussed.               <ul style="list-style-type: none"> <li>• Chair Harris explained that the <a href="#">Logic Model</a> is a planning document noting that “Inputs” are considered resources. It is a document that indicates what CODRE plans to do, the expected products of that work, and the benefits of those product.</li> </ul> </li> </ul> <p>Regarding outcomes, they are goals: short term goals are within the year; intermediate goals are 2-3 years; and long term goals are 3-5 years or longer.</p> <ul style="list-style-type: none"> <li>• The Chair also presented the new committee structure of which there are six proposed committees:               <ol style="list-style-type: none"> <li>1. Student Engagement Team</li> <li>2. Diversity Programming</li> <li>3. Community Relations</li> <li>4. CARA</li> <li>5. Campus Environment</li> <li>6. Communication and Marketing</li> </ol> </li> </ul>			

Item	Discussion	Time stamp	Action to accomplish	Person/Group Responsible
<ul style="list-style-type: none"> <li>• Organization Chart</li> <li>• Discussion</li> <li>• Next Steps</li> </ul>	<p>Committees will be expected to generate reports to be posted on the <a href="#">CODRE website</a>.</p> <ul style="list-style-type: none"> <li>• Chair Harris stated that the proposed <a href="#">organizational chart</a> reflects a new structure that should increase the goal achievement of the logic model.</li> </ul> <p>The Chair noted that the Provost will also be included in this chart/structure. Patrick Harris recommended a dotted reporting line for this.</p> <p>Maria Tinnell also stated that a dotted reporting line will be added from the VP for Diversity and Equity to CODRE.</p> <p>Also of note, the Chair of the Campus Environment Team will no longer be the VP for Diversity and Equity.</p> <p>Chair Harris recommended that each committee also have its own organizational document to display their activities and subcommittees, where applicable.</p> <ul style="list-style-type: none"> <li>• All of the organizational changes and activities will be explained and codified in the <a href="#">CODRE bylaws</a> which are currently undergoing review and revision. Fannie Cox requested that all commissioners review the bylaws and to become familiar with the new changes.</li> <li>• Finalization of documents will happen via email, and will be sent to commissioners for review and a subsequent vote for approval. The same will be true of the proposed revisions to CODRE’s bylaws. The hope is to have the new bylaws approved at the August CODRE General Body meeting.</li> </ul>		<p>Update/modify organizational chart with appropriate reporting lines (solid = reporting; dotted = information exchange).</p>	<p>Patrick Harris &amp; Maria Tinnell</p>
<p>III. Roles and Responsibilities of Commissioners and Commissioners as Chairs</p>	<p>Chair Harris led a discussion about the roles and responsibilities that commissioners will, particularly as officers of either CODRE (Chair, Vice Chair, Treasurer, and Secretary) of officers of CODRE Committees (Chair, Vice Chair, Secretary). These officer positions will be detailed in the revised bylaws which will be disseminated for</p>		<p>Coordinate schedules and meeting occurrences to better engage the President/Provost in CODRE meetings and activities.</p>	<p>Jake Beamer</p>

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	<p>review by commissioners in the near future. It will also create a succession plan for future years/officers.</p> <p>Commissioners will also be held to more accountable (participation, attendance, etc.).</p> <p>The Chair also stated that the Executive Committee will request President Bendapudi appoint additional commissioners to increase the total to 35. Maria Tinnell noted that additional training/onboarding will be needed.</p> <p>Jim Warner suggested that onboarding be codified in the revised bylaws.</p> <p>Connie Martinez suggested more duties/responsibilities for the Vice Chair position.</p> <p>Jim Warner also suggested the promotion of calls for CODRE volunteers.</p> <p>Commissioners suggest the previous onboarding presentation be included in the newsletter.</p>		<p>Collaborate on the bylaws.</p> <p>Add advertisement for volunteers/openings in the Newsletter.</p> <p>Update presentation, add to newsletter.</p>	<p>Fannie Cox, Maria Tinnell, Jim Warner, Connie Martinez, et al.</p> <p>Maria Tinnell</p> <p>Muriel Harris, Maria Tinnell</p>
IV. Adjournment	Chair Harris adjourned the meeting at 1:55 p.m.			

COMMISSION ON DIVERSITY AND RACIAL EQUALITY – APRIL 2021 LOGIC MODEL

Inputs	Activities and Outputs		Outcomes/Benefits		
	What we do	Outputs	Short	Intermediate	Long
<ul style="list-style-type: none"> <li>• Time</li> <li>• Commissioners (3-4 per committee)</li> <li>• Ex-Officio members</li> <li>• Executive Committee</li> <li>• Chairs/Conveners</li> <li>• Admin. Support</li> <li>• Money \$\$/budget</li> <li>• Meeting facilities</li> <li>• [Meals]</li> </ul>	<p>Quarterly Meetings with leadership</p> <p>Training (advocacy; finding your voice)</p> <p>Monthly Committee Meetings</p> <p><b>Committees</b></p> <p><b>1. Student Engagement Team</b></p> <p><b>2. Diversity Programing</b></p> <ul style="list-style-type: none"> <li>• programing</li> <li>• awards</li> <li>• undergraduate and graduate funding</li> </ul> <p><b>3. Community Relations</b></p> <ul style="list-style-type: none"> <li>• Budget and planning</li> <li>• HR</li> <li>• Faculty Senate</li> <li>• Staff Senate</li> <li>• Search Committee</li> </ul> <p><b>4. CARA (faculty, staff trainees, administrators and students concerns)</b></p> <p><b>5. Campus Environment</b></p> <p><b>6. Communication and Marketing</b></p>	<p>Meeting with President and Provost</p> <p>Engagement of</p> <ul style="list-style-type: none"> <li>• #Students</li> <li>• #Staff</li> <li>• #Faculty</li> </ul> <p># newsletters published</p> <p>#annual report</p> <p># listening sessions</p> <p># meetings</p> <p>#website visited</p> <p># Commissioners seated</p> <p>#active ERG's in CODRE related goals</p>	<p>Increased communication with the President and Provost</p> <p>Increased participation of commissioners in CODRE's work</p> <p>Increased representation of CODRE on University-wide committees</p> <p>Increased communication of CODRE with its UofL Constituencies (web; newsletter)</p>	<p>Increased credibility of CODRE to be responsive to constituencies</p> <p>Increased visibility of CODRE in addressing issues of Diversity and Racial Equality</p> <p>Improved responsiveness of leadership to address concerns raised by CODRE</p> <p>Increased knowledge and skills in advocacy; understanding,</p>	<p>Improved perception of climate, work conditions and sense of belonging among constituencies including BIPOC</p> <ul style="list-style-type: none"> <li>• Faculty</li> <li>• Staff</li> <li>• Students</li> <li>• Trainees</li> <li>• Administrators</li> </ul>

Inputs	Activities and Outputs		Outcomes/Benefits		
	What we do	Outputs	Short	Intermediate	Long
	<p>Monthly (Quarterly) CODRE General Body Meeting</p> <p>Publish monthly committee reports on the Web</p> <p>Host Listening Sessions for the UofL Community (3 times per semester)</p> <p>Publish monthly newsletter</p> <p>Oversee the implementation of CARA</p> <p>Support the Campus Environment Team</p> <p>Participate in Search Committees</p> <p>Provide representation of CODRE on strategic University Wide Committees (budget and planning; HR; )</p> <p>Participate in Faculty and Staff Senates</p> <p>Information session and provision of resources for advancing equity and racial justice</p> <p>Coordination/Collaboration with COSW on strategic initiatives</p>		<p>Increased Knowledge and skills in advocacy across multiple domains; understanding, recognizing and addressing bias at multiple levels;</p>	<p>&amp; recognizing and addressing bias at multiple levels;</p> <p>Increased skills/ability to oversee an anti-racism agenda</p>	

Inputs	Activities and Outputs		Outcomes/Benefits		
	What we do	Outputs	Short	Intermediate	Long
	Coordination/Collaboration with LGBTQ+ Office on Strategic initiatives				



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