**EIC Minutes 9/18/2018**

**JHZ RM 3062**

**9:00 -11:00 AM**

**Present**: Dana Munk, John Bender, Grace Huizinga, Josita Maouene, Katie Barnhart,  Anal Shah, Wendy Reffeor, Takeelia Garrett, Joshua Sheffer, Chick Blue, Rachel Ibarra, Ed Aboufadel (*ex-officio*, Provost’s office), Caitlin Callahan, Abhi Ghosh, Katie Gaither, Jon Jeffreys, Jesse Bernal, Lisa Surman-Haight, Marlene Kowalski-Braun, Leanne Kang

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| **Topic** | **Discussion** | **Action/Decision** |
| **Announcement** | After preliminary announcements and additional submitted business, we will break out into our working groups:    Lisa Surman-Haight (Executive Assistant to Academic Governance) will attend and assist the Website Group in an on-going basis in the use of CMS4 to make modifications to the webpage    --new member from College of Education, Leanne Kang (Lisa Perhamus rotates off)    --Report of Meeting with Steve Lipnicki and Katie Gaither for Teach-In Downtown Strategy and Graduate Student recruitment to Session Presentations    --Chick Blue and Rachel Ibarra will report back to EIC on the ADA Council Meeting of Oct 30th.    --Steeve Buckridge (CLAS, History) will be joining EIC for Winter 2019 when Anal Shah needs to temporarily rotate off    --have requested to ECS a review of the current EIC terms for Faculty members, as we are ALL scheduled to rotate off the committee next year |  |
| **Sub group meetings** |  | Please take meeting notes on your own group of directly on the Google doc. Submit to google doc/Grace/John.  Please use the individual Group folders created on Bb in any productive way you see fit. |
| Teach-In: | Barnhart, Gaither, Ghosh, Ibarra, Kowalski-Braun, Maouene, Sheffer (lead), Willey |  |
| Website: | Subgroup: Leanne Kang, Josita Maouene, Wendy Reffeor, Jon Jeffryes, Lisa Surman-Haight  Use FSBC as an organizational model: [https://www.gvsu.edu/fsbc/agenda-minutes-13.htm\](https://www.gvsu.edu/fsbc/agenda-minutes-13.htm/)  ·  Overall philosophy: Highlight the work of the committee  o   Active and Archived of charges  ·         General conversation:  o   Up to three levels of internal/internal (just the group); internal (GVSU); External (outside GVSU)  o   Two formats to model from: FSBC –highly developed site, FTLCAC – keep original page and link out  ·         Is the audience internal to the group or focused outward?  About / Useful Links/  Subcommittees / Bb Login / Archive /  ABOUT: Use current EIC page as an “About” page  ·         Could we indent the a, b, c, d, parts of the charge indented as bullet points  ·         Add links to current text:  o   A. Link to Affirmative Action Plan:  §  https://www.gvsu.edu/affirmative/  o   E. Link to Division of Inclusion and Equity (link on About Page)  § <https://www.gvsu.edu/inclusion/>  o   E. Student Senate Diversity Affairs Committee (Link on About page)  https://www.gvsu.edu/studentsenate/student-senate-committees-98.htm#DiversityAffairs  o   General text: Link to upcoming “Charge website”(SHORE)  / post the charge until that charges page is up  o   B. Link to TeachIn (currently linked)  o   C. Link to Awards – a subpage we’ll have to create:  § [**Burch, Jacobs, and Moore Diversity Teaching Excellence**](http://www.gvsu.edu/ftlc/the-burch-jacobs-moore-diversity-teaching-excellence-award-56.htm)  § [**Internationalization Award**](http://www.gvsu.edu/pic/internationalization-award-137.htm)  § <https://www.gvsu.edu/faie/ipie-award-13.htm>  ·         Add members (don’t list on ABOUT, link to a separate page)  ·         Add UAS charges  ·         Add minutes/agenda (use UCC as a model)  ·         Include photo of word cloud from Blackboard  o   USEFUL LINKS:  ·         Link to FTLC [specific to inclusion and equity work]  o   Inclusive Teaching Website: https://www.gvsu.edu/ftlc/inclusive-teaching-113.htm  ·         Ombuds  o   Students: https://www.gvsu.edu/ombuds/  o   Faculty and staff:<https://www.gvsu.edu/hro/conflict-resolution-process-crp-112.htm>  ·         Inclusion and Equity database:<https://www.gvsu.edu/affirmative/module-directory-index.htm?siteModuleId=8908CD59-969C-06F5-CE205763A9D8CB35>  ·         Link to Bias Incident<https://gvsutix-gme-advocate.symplicity.com/public_report/index.php/pid870899>?    SUBCOMMITTEES:  ·         Subcommittees with scope and roster  o   Faculty Involvement,  o   Teach-in  o   Web site  ARCHIVE  ·         Link to minutes  o   Model like [UCC](https://www.gvsu.edu/facultygov/university-curriculum-committee-ucc-6.htm)  o   How to link years past in minutes  BLACKBOARD:  ·         Link to EIC Blackboard [password protected]  Phase 2:  ·         Add contextual text with all links  ·         Archive of Successes | Josita will find original file and share with Lisa    Next steps:  ·         Lisa will draft for review by Noon 10/10/18  ·         We will be prepared to discuss as a sub-group on 10/16/18 |
| Faculty Inclusive Practices Professional Development:  (FLIPPED) | Aboufadel, Bender (lead), Bernal, Callahan, Munk, Shah, Walsh, Huizinga, Shah  Charge: Explore options for equity and inclusion faculty professional development (need, format, expected outcomes), consult with I & E about their current initiatives in this area, make recommendations to ECS as appropriate, and consider adding this charge as an ongoing responsibility of the committee as the committee responsibilities are being revised for the faculty handbook.  Goals:update description to EIC of this charge  In 2019…….this is what we start doing  This is what we do already:  This is the direction we are going:  This is what the conversation is and where it should go…..  Practices: Online modules, mass skill development (needs to be part of TT/T process), create recommendations to move the process forward.  Cultural changes: Themes based on Dan & Relando, included list on basic: “Case of Change”  Thoughts to making a list of recommendations | List of top five focus areas:   1. Preferred names and pronouns 2. Review inclusive practices that already exist 3. Faculty  criteria under teaching, scholarship, practice as it relates to E & I (all list 3 things that are relevant to this) 4. Review of faculty handbook |