**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, Thomas Wiley, Chick Blue, Rachel Ibarra, Ed Aboufadel (*ex-officio*, Provost’s office), Caitlin Callahan, Abhi Ghosh, Katie Gaither, Jon Jeffreys

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| **Topic** | **Discussion** | **Action/Decision** |
| **Follow-up from**  **8/28/2017 minutes** | -Clear signage for space in DeVos C to be followed-up by Ed Aboufadel; Re: social-justice space: C-wing of DeVos, DSR space in CHS  -Dana Munk to organize and send out email r/g professional development task-force  -Ed Aboufadel to look at Digital Measures for numbers of those that check the Equity and Inclusion box  -Website task-force: Anal Shah we need two more EIC members | To be followed-up by Ed Aboufadel  Done  To be follow-up by Ed  Done |
| **Announcements** | --review rubric from I&E (Kathleen Vander Veen) for policies          --institutional budgetary/implementation commitment for Teach-In          --completed updates to Teach-in website and spam out, video is on Teach-in web site, discussion related to expanding the use of the video          --input for DeVos/Downtown Social Justice space          --resolution of DSR/I&E space issues in Cook and Finkelstein??          --new EIC Representatives:  College of Education, (Perhamus, Stearns?)  New members: Wendy Reffeor (Padnos), Katie Gaither (Grad Council), Jon Jeffreys (University Library) | **Handbook:**  Handbook review: not a component of EIC for the year. **NO action needed.**  **Teach-In**: see below  **DeVos/Downtown Social Justice space: Still negotiating** |
| **EIC charges** | Review of ECS charges to EIC, and our Priority List    Settle list for Task Force Members |  |
| Task Forces for this Year, and their Membership: | Reviewed Teach-In web site  --Teach-In Proposal Review and Event Review      --Inclusivity Professional Development Information Research  Organize task-force focused on three areas:   1. Research/Literature review 2. Internal resources 3. External resources   Recommendation to ECS at end of academic year  Evidence based foundation provides structure  Consider assessment component  Consider accountability and successful models for TT and Tenure faculty  Models: certificate program (6 of 10 training components in equity and inclusion), student evaluation to include equity and inclusion education provided by faculty.  University policy reflects EIC principles r/t syllabus                      Review of Goals            --EIC Website Content Development and Implementation          New members, and assist from Lisa Surman-Haight, Model: Campus safety site  Objectives: discuss what content is needed for the future, review previous notes and direction.    --working group for GVSU Ombudsman          Membership: John, Grace, Takeelia, Anal, Dana, Marlene, and new Fac    --new EIC liaison to ADA Council (Kathleen, Connie Wiers contact)                      (replaces Darren); next ADA meeting is Oct 30th 3- 5 pm KC 2270. | **Teach-in: sub-group members:** Joshua Sheffer, Josita Mauoene, Katie Barnhart, Dana Munk, Thomas Willey, Marlene, John, Grace, Abhi  -John to meet with Katie to encourage grad participation from the downtown site  -Budgetary: institutional system in place for consistent financial support  -Lisa as supportive personnel needs plan and communication (Ed/John)  -Adm group to revisit a change is process and modality of practice    **Professional Development:**  **sub-group members:** John, Dana, Caitlin, Anal, Joshua, ex-officio members  John and Dana to set a meeting time for the subgroup and clearly state objectives  Takeelia to provide handout from LGBT Resource center for inclusive practices in class at next meeting    **EIC website: sub-group members**  Anal Shah, Wendy Reffeor, Josita Maouene, Jon Jeffrey, support: Lisa Surman-Haight  Anal to set up meeting with the group.  **Ombuds sub-group**  Ombudsman subgroup to be reconstituted after EIC recommendations  **ADA Council:**  Rachel Ibarra and Chick Blue to issue a report every semester to EIC |
| New meeting | Meet in sub-groups if needed |  |

Meeting adjourned: 11:55AM

Submitted: Grace Huizinga