

**Administrative Professional Committee
Social Justice Sub-Committee Meeting Minutes & Agenda**

Thursday, October 6th 1pm-2pm (Zoom)

Members: Group 1 - Anna Tollefson, Group 2 - Justin Bean (chair), Group 3 - Glenna Decker, Group 4 - Meaghann Smith, Group 5 - *vacant*, Group 6 - Shawn Jenkins

Attendance: Justin Bean, Glenna Decker, Anna Tollefson

- I. Welcome & Introductions**
- II. Past items**
 - a. n/a
- III. Breakdown and history of the committee**
 - a. Committee charge
 - b. Overview of committee (tangible offerings for AP staff, advocacy, and service)
- IV. AP Exec Meeting - review**
 - a. Provost meeting – themes (**notes coming later - Justin**)
 - i. Staff appreciation & respect
 - ii. Supporting diverse students (retention)
 - iii. Staff retention
 - iv. Bridging divisions and re-structuring colleges/orgs
 - b. DEI Liaison - Kathleen VanderVeen
 - i. **Reaching out to invite to next meeting (Justin)**
 - ii. Working with Kathleen to bridge our efforts; not re-create the wheel but tailor the wheel to our vehicle (analogy).
 1. Supporting & enhancing our shared E&I efforts
- V. Identify co-chair**
 - a. **Pending** – between Meaghann, Shawn, and Anna; Glenna has capacity moreover continuity is important, wants committee to move forward in a positive direction and for professional development.
- VI. 2022-2023 Goals & Interests**
 - a. Personal drive to social justice.
 - b. journey to re-engage and serve the community.
 - c. Wants to make change.
 - d. Representation matters
 - e. Mentorship
 - f. Shared governance
- VII. Projects & Services**
 - a. Great start to the inaugural meeting; keep that momentum
 - b. Do more with AP Survey (2022)
 - i. **Request survey from AP Exec committee (Justin)**
 - c. Book read – ‘get people talking.’
 - d. Low stakes opportunities for people to get together and talk.

- e. Partner with Affinity Groups
- VIII. Professional Development**
- a. **Bring to our November meeting one tangible project or event that we can implement and host as individual committee members (all committee members).**
(e.g., book read, service project, film series event, professional development opportunity).
- IX. Identify next meeting time**
- a. ~~Frist Tuesday~~ Thursday at 1pm of every month – unless suggested otherwise.
 - i. November 3rd, 1pm (zoom)
 - b. **Please keep outlook calendars up to date so Justin may use Outlook Scheduling Assistant (all committee members)**
- X. Closing Items**
- a. n/a