**IDEA COUNCIL**

**February 23, 2022 minutes**

**In attendance**

Dana Bjorklund

Alex Burrage

Michael C. Butz

Connie Gilbert

Jesse Grant

Kevin Kautenberger

Scott Lax

Elisaida Mendez

Charise Reid

Luis Rodriguez

Amanda Shelnutt

**Absent**

Davon Brantley ’18

Dan Cuffaro ’91 (on sabbatical)

Delores Hall

**1) Intro**

Charise: Wanted to meet before inviting Cabinet to March 9 meeting. All Cabinet members have accepted. Let's discuss how to navigate the meeting.

**2) myCIA subcommittee**

Connie: Page has been created and is ready for content. Requests info from subcommittees to fill the page.

Also working on how best to populate page. doing interviews to create profiles so students, faculty and staff can find what they want/need.

Elisaida: Taking lead on reporting forms for myCIA page. Questions exist around structure. Shares examples for consideration by sharing screen.

But to do it well, need to know who would review these forms. And who are the back-ups? How will an "investigation," for lack of a better term, take place?

Kevin: Asks whether training would be involved.

Elisaida: Assures it'll be part of what would happen but specifics on how specific or general that training would be.

Charise: Would like to know what other institutions are doing to inform our processes.

Also says IDEA shouldn't be the group that investigates or reviews these forms. IDEA changes membership. Instead, it should be a department or committee. We need to strategically select representatives from faculty, Student Affairs, HR, etc.

But also, there should be a chance for IDEA to review forms anonymously so they can inform how IDEA selects to train employees and/or students and things like that. The information that the forms hold would be valuable. Training can be customized.

Elisaida: Do we want to start recruit reviewers? Or do we want to finish the process first?

Charise: Notes there isn't a faculty member on the myCIA subcommittee and that a faculty perspective should be part of moving forward.

Kevin Kautenburger will join.

Dana: Confirms more perspectives will be pulled in for review once they complete the design phase.

Charise: Voices support of form examples shared by Elisaida.

Kevin: Will the forms be shared with Faculty Senate?

Elisaida: Likely — whatever the most efficient way would be to get eyes on it.

Charise: When we meet with Cabinet, what does the myCIA subcommittee need?

**3) Training and Development subcommittee**

Jesse: Proposes video series, perhaps enlisting help from PHV students. Video topics:

1. assess and address your own biases

2. asses your organization's policies and procedures

3. recognize individuatliy

Also "train the trainer" training. Still investigating options.

Charise: It's important to have an interactive component, something people go through and earn a certificate at the end. Has the subcommittee researched?

Jesse: We have but it's pricey.

Charise: That's OK — we should report that information when meeting with Cabinet so they have an idea of budget needs.

**4) Hiring and Recruiting subcommittee**

Charise: Looking at policies, etc.

Luis has connected with the DEI person at CWRU. Will find out how much it costs CWRU. Will have some CIA volunteers go through that training to experience it firsthand.

Also spoke about hiring processes. Faculty and staff crossover in interview/search processes?

How do we define diversity in terms of identifying diverse candidates to hire at CIA? Charise asks that members of IDEA email their answers to her. She also plans on charging Cabinet with defining this.

"Cultural capital": What else does a job candidate bring besides education and experience?

Jesse: I'm assuming this will be the start of a series of conversations, yes? He expects questions about what this means and potential pushback.

Charise: Discusses interview questions and sharing topics with candidates in advance so we can gain a better sense of where they stand and what they bring.

Also raises the topic of where jobs are posted. Those locations affect what candidates apply. Also can identify how to use more inclusive language in job postings.

**5) Students subcommittee**

Alex: Talked about issues previously reported by students, like micro-aggressions, experiencing racism during critiques, not receiving support or knowing where to go for help, and people being dismissive of their concerns

Wondering about College 101 and whether there can be a session about critiques.

Also says the subcommittee asked whether the new Center for Teaching + Learning can help faculty navigate these topics.

Alex says the subcommittee agreed there would need to be more solid details in place before students could be invited to attend the subcommittee meetings. No students attended the last meeting.

Charise: What would you want to know from Cabinet?

Alex: Would like direction on some of the initiatives being discussed.

Charise: Suggests bringing up the pre-orientation program. Students support it and we know they'd leave CIA better than when they came if this program existed.

Charise: Also says to expect that Cabinet will ask when students will be involved in IDEA. They want to hear from students, not from IDEA on behalf of students.

**6) Institutional Statements and Actions subcommittee**

Scott: Shares that he took a crack at amending the land-acknowledgement statement. Will meet with rest of subcommittee to put ideas together.

Charise asks whether the subcommittee should continue.

Scott: It should because of broader issues it can help address.

**7) For March 9 meeting**

Connie shares good-better-best model of sharing ideas for negotiation

Understand your audience's goal

explore ways to reach goals that create options

tie in al costs

display options side by side

Charise asks that IDEA members send Jesse notes about what type of training is needed.

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