

## Meeting Minutes: IDEA Council

**Date, Time:** April 13, 2022; 11:30am

**Location:** Zoom



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**Attendees:** Michael Butz, Jesse Grant, Scott Lax, Charise Reid, Jimmy Schlemmer, Kari Weaver, Alex Burrage, Connie Gilbert, Davon Brantley

**Not present:** Kevin Kautenberger, Elisaida Mendez, Dan Cuffaro, Delores Hall, Amanda Shelnutt,

**Approval of minutes:** N/A

### Agenda:

- Welcome:
  - IDEA council welcomes Jimmy Schlemmer as the newest member. He will join the myCIA subcommittee.
  - Action Items/next steps: N/A.
- Executive Cabinet Meeting:
  - Information was shared in the Executive Cabinet meeting. Moving forward more information will be shared with them. Charise should have some answers as well after that meeting and a follow-up report will be given in the coming weeks.
  - Action Items/next steps: N/A
- Hiring and Recruiting Subcommittee:
  - Moving forward HR will be changing the job descriptions to be more brief and include more DEI references. It is also being looked into to add “equity partners” on each hire whether that be interview groups or search groups. Training will be involved to become an equity partner and it was mentioned that it would be a great idea to have IDEA members go through equity training to be a partner.
  - Action Items/next steps: Charise will be speaking with Jimmy in regards to adding a DEI statement on the employment page. HR will also be reviewing the staff recruiting model as well as the faculty recruiting models to improve it.
- IDEA Subcommittee Futures:
  - Some of the subcommittees will be ending such as myCIA however others, like Institutional Statements and Students subcommittees will continue. Hiring + Recruiting and Training + Development subcommittee will also be disbanded however; the topics will still be something that the IDEA Council still discusses.
  - Action Items/next steps: N/A
- Reporting Form on myCIA:
  - The purpose of the reporting form on myCIA is to have a place where students can report an issue and get a response to said issue. This form is a response to what was previously heard from students which was that they would report an issue to faculty members however nothing would be done beyond that point.
  - Action Items/next steps: N/A
- Pre-Orientation:

- o There was an issue finding a donor for this program but now one has come up. Student Affairs and Enrollment Management have contributed and now the program currently has \$10,000. This program will be anywhere between two to two-and-a-half-days. Marketing to students will begin in early May.
- o Action Items/next steps: N/A

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**Other business** (other key decisions and action items, reminders, other): Prior to the next meeting brainstorm what we are looking to bring to the pre-orientation program.

**Supplementary documents and materials** (if applicable):

**Next meeting: May 12, 2022 11:30am – 12:45pm**

**Adjournment: 12:45pm**