Members Present: Terry Jones (Chair), Linda Dobbs (Presidential Appointee to Committee), Lori Townsend (Library), Ken Curr (College of Science), Enrique Salmon (Ethnic Studies), Dammina Standfield (MATS) and E. Maxwell Davis (Women’s Studies)

The meeting was called to order by the Chair at 2:20 pm.

We discussed changes to committee composition:

Arthurlene Townher, David Larsen, Oliver Ramsey, Nick Baham, Lee Thompson, Maliiika Chambers, Kyzyl Fenno-Smith and Oscar Wambuguh are no longer on the FDEC

New FDEC members for 2009-2010 include: Dammina Standfield (replacing Lee Thompson from MATS), Lori Townsend (replacing Kyzyl Fenno-Smith), Rhonna Taylor (liaison replacing Oliver Ramsey), Diana Balgas (moving over to Academic Affairs with Linda Dobbs) and Annette Walker and Stan Hebert for PEM

It was noted that we still need representatives from some colleges.

The Chair stated that our first task is to develop a work plan for 2009-2010 academic year.

The proposed goal of this work plan is to make sure that the Diversity Plan doesn’t just sit on a shelf somewhere: “We need to ensure that people are held accountable for doing what they said they’d do.”

In order to accomplish this goal, we need to:

1) Approach each unit/division with some idea of what we want from them but also with the idea that we’ll work it out with them.

2) Work with each unit/division to generate reports on what they have agreed to do and their progress toward those goals by the end of spring quarter.

3) Plan an end of the year Diversity Event that involves a presentation from each College, unit or division, reminding them that this will be a public display that should help improve the quality of contributions/efforts re: the Diversity Plan

In order to accomplish these tasks, we need to begin by:

1) Developing new work teams for unit/division reports for the 2009/2010 academic year:
   - These should pair committee members with division/unit liaisons
• Where possible existing pairings will be continued (for example, Maxwell will continue with Administration & Finance)

(As a reminder, the 2008/2009 academic year work teams for unit/division reports were:
• Linda Nolan & E. Maxwell Davis: Administration and Finance & CLASS
• David Larson, Oliver Ramsey & Nicholas Baham: University Advancement
• Paul Wright & Arthurlene Towner: Academic Affairs, DCIE, APGS, Faculty Support Services and Concord Campus
• Lee Thompson & Terry Jones: Information Technology Services
• Maliika Chambers & Diana Balgas: Student Affairs and CEAS
• Annette Walker & Kyzyl Fenno-Smith: PEM and University Library
• Steve Ugbah & Ken Curr: CBE and COS)

2) Specifying the tasks for each committee member/liaison pairing (especially for new members)
• They should begin by familiarizing themselves with Diversity Plan materials and tasks
• They should make contact with new unit/division heads ASAP
• They should engage unit/division heads to explore what they want to be held responsible for and how

3) Setting out a time frame for this work:
Fall Quarter:
• Terry and Linda will work on developing work groups for this year by matching committee member/liaison pairings.
• Terry and Linda will draft a memo of introduction to division heads and Deans indicating that our representatives will be visiting them this year to begin working toward the goals outlined above

Winter Quarter:
• Committee member/liaison pairings will work with units/divisions to develop reports and prepare for Diversity Event

Spring Quarter:
• Diversity Event
• Completion of written progress reports

We will need to figure out good meeting dates for November, since 11-11 is Veterans’ Day and 11-25 is the day before Thanksgiving. Terry will figure out a way to send out reminders for meetings in order to improve attendance.

The meeting was adjourned at 3:00 p.m.

FDEC website: http://www.csueastbay.edu/senate/fdec.htm