

**Chancellor's Advisory Committee on
Diversity, Equity, Inclusion, and Cultural Safety**

Friday 2/24/23, 11:00am - 1:00pm

☀ Meeting Agenda ☀

[DEICS Webpage](#)

[DEICS Shared Google Drive](#)

Last month's (January) meeting [Agenda](#) and [Agenda with Minutes](#)

This meeting [without Minutes](#)

This meeting's [Video Recording](#)

In Attendance (quorum is 7, with 13 total voting members):

- Math Trafton, Courtney MacArthur, Jamison Lednum, Kimberly Matsuura, Jay Szczepanski, Carin Silkaitis, Nathan Bodensadt, Melissa Dolese, John Ingman, Colleen Ianuzzi, Davina Cole

Not in Attendance:

- Lori Klein, X'unei Twitchell, Louisa Cryan

MEETING AGENDA

1. **Statement of Intention:** This meeting starts with the reminder that we are all equals in this committee, and that many or all of us may sit in a position of power and privilege in different ways or in different subjects and we should all meditate on our own possible biases and work to consciously set them aside. Additionally, this meeting is a place where our humanity, our emotions, and our differing thoughts, are allowed and should be honored, respected, and made space for by one another. Finally, we are all encouraged to take a moment to reflect on the geographical places we are located and the history and people of those lands.
2. **Agenda Business and Logistics**
 - a. Consent to record meeting?
3. **Guests**
 - a. Almería Alcantra (SGUASJC SJ&E)
 - i. Attendance at 12:00pm.
 - ii. SJ&E Committee has created a survey to talk about racial discrimination (or any other kind); this was launched back in November or December, so there hasn't been a lot of initial participation. The committee will look over survey responses at the end of this month.
 - iii. It's not yet determined how DEICS would support in a concrete way
 - iv. Regular SJ&E meetings are at Tuesday 5:30-6:30pm. It's an open invitation for our DEICS committee members. If anybody would like to participate, contact [Almería Alcantra](#) for an invitation
 - Courtney would like to attend

- v. Courtney suggests an email campaign to extended campus students to participate in the survey.
 - Almería doesn't think anybody in the committee would be opposed, but she will connect with committee members just in case
 - Courtney will follow up over email
- vi. Jamison has requested to share the results of the survey with the DEICS Campus Climate subcommittee (meeting next Friday)
 - Almería will check with the committee to ensure it's ok

4. Important Updates or Announcements

- a. EAB: Lingít character inclusion (Courtney)
 - i. We discovered that EAB script doesn't allow for use of accents and non-English lettering. Courtney and Amanda Triplett are in contact with the Rep to see if their programmers can address the issue
- b. UAS Student [Registration form](#) updates? (Nathan)
 - i. There are no major updates. The form has everything it needs to build a record for someone. The form is more often used when students need to be built from scratch. It would take a statewide process to change the fields, but we can still change the language on the form. Trisha Lee is amenable to making changes.
 - ii. Next steps? We'd want to work with Trisha to coordinate with all of the registrars, who would have to approve the changes. **Nathan** is happy to continue working with Trisha—he just wants to know what our specific asks are.
 - We will workshop this form during the retreat at the end of next week
- c. DEICS Sitka faculty representative will remain unfilled
 - i. We can fill the position in the fall
- d. Other?
 - i. Student Activities Board is sponsoring Black History Month event tonight!

5. Discussion Items

- a. DEICS Retreat (Friday 3/31)
 - i. Topics (from survey)
 - Survey results: **Work on priorities (8)**; draft annual report (7); review year's challenges/achievements (4); subcommittee work (4); AY24 priorities (1)
 - a. With draft annual report, also determine recommendations and determine if we want to invite administration to our April meeting (last of the semester)
 - Also: workshop proposed edits to [Registration form](#)
 - Potentially meet with UASJ Student Government (Social Justice & Equity)
 - Proposed benefits change for all employees working under 12 months
 - AY24 service—who's planning to stay on for next year? Determine chair recommendations (do these need to be approved by SC & FS?)

- ii. Next DEICS meeting scheduled for 3/24. Should we cancel this in light of the retreat?
 - We will cancel the 3/24 meeting
 - We will still keep this 3/24 meeting on the agenda just in case for Carin and Davina to touch base in case there's anything more to plan for the retreat
- iii. Updates
 - Davina reached out to travel coordinator and was asked if the extended campuses have their own travel coordinators.
 - Each campus should make their own travel reservations and have the code it to the chancellor's office (via Keni)
 - Davina will reach out to Keni to get the code, and she'll send that to the committee
 - Committee members in Juneau do not need to do anything to prepare other than reserve the day for the retreat
 - Carin and Davina will order food and reserve rooms and such
 - a. Kayla Sweitzer (krhood@alaska.edu) is the contact point for overnight room reservations for Ketchikan committee members and John
 - Retreat agenda will be created by Carin and Davina.
 - a. Math will email them the items
- b. Committee membership & participation
 - i. Requested from admissions counselor
 - Last month we decided to look into the possibility of replacing Juneau staff rep or adding 15th position with chancellor approval (for student services role)
 - a. This would increase quorum from 7 to 8
 - b. Some staff (and faculty?) could be appointed by a body other than Staff Council (or Faculty Senate)
 - i. Math will add an additional column in the [Committee Roster](#) to indicate who appoints each member
 - Committee voted 9-0-1 to add a 16th position (15th voting position).
 - a. Math and Courtney will reach out to the chancellor to request approval; if approved, the Bylaws Subcommittee will amend bylaws (given $\frac{2}{3}$ majority vote above); then, the new member will be invited to the next meeting (retreat on 3/31)
 - ii. SGUASJC SJ&E regular attendance
 - Initial discussion postponed until after Almería comes
 - Math proposed that we open a standing invitation for the "Guests" section of each DEICS meeting to SG's SJ&E; DEICS co-chairs will be in touch with SJ&E committee before each meeting
 - a. No objections or hesitations
 - iii. Subcommittee membership from outside DEICS committee

- Would it be appropriate for us to invite non-DEICS staff or faculty or students to participate on subcommittee work (temporarily or long-term)?
 - This could encourage a bottom-up approach and can lend support to projects others are doing
 - Subcommittees would still need a DEICS chair
 - If a subcommittee is planning to work with someone outside of the committee itself, they should give notice to the full committee to ensure there is no opposition
 - Bylaws currently do not cover the subcommittees at all; there is nothing to prevent outside members participating
 - If outside members came to the full DEICS meeting, they would be non-voting and would attend only as guests
 - Vote: 9-0-0 to allow outside members to participate in DEICS subcommittee work, provided that: a DEICS member is chair of the subcommittee; the full committee is notified
 - *Note: in terms of voting, the vote percentages reflect only those present at the quorum'd meeting, not the full group
- c. DEICS Annual Report [outline](#)
- i. Any DEICS members are now able to add any items to the report shell document; we will work from this during our retreat to turn it from an outline into a full letter.
 - ii. Math & Courtney will update the document before the retreat and send it to the committee
- d. Invite UAS Administration (chancellor, etc.) to beginning of April meeting?
- i. We had originally planned to invite university leadership to our meetings to open requests
 - ii. We will table this until the retreat when we can determine our recommendations
- e. UA HR insurance premium for 9 month employees (Melissa)
- i. Colleen got an email from UNAC union, saying that they want to change the insurance premium so now we will pay regular 12-month premium, and we go in default over the summer (and when we come back, we'd have to pay back).
 - ii. This would also affect 10- and 11-month employees
 - iii. On the [benefits webpage](#), it says that starting this year, everyone has to fill out open-enrollment forms every year, even if you're not making changes. This needs to be communicated! Open enrollment April to 5/6

6. Active Subcommittees & Workgroup Updates (Google Drive [link](#))

- a. **Antidiscrimination Training** (chair: Lori, Kimberly, Melissa, Courtney, Carin {when possible})
- i. [Notes](#)
 - ii. Rename subcommittee to DEICS Training Subcommittee?

- iii. Plan: Meet with UAA and UAF before retreat, write it into budgets this semester, give an update in our report to the Chancellor, offer 2+ times a year (convocation and spring start up?)
- b. **Campus Climate** (chair: Melissa, X'unei, Jamison, Louisa)
 - i. Meeting next Friday 3/3
 - ii. Culture Class Requirements Check-in
 - iii. X'unei: "The only thing I was thinking of bringing up was making stronger connections to community advocacy groups for the Juneau campus. There are groups that represent the Filipino, Latinx, and Black communities here that I think we should be working with to host events on campus. I'll talk with Melissa in our campus climate meeting. I'd encourage Sitka and Ketchikan to do the same if such groups exist. They had members attend community events during the Chancellor search, and it made me think about more direct connections and hosted events."
 - iv. Jamison is also planning to share the SG Social Justice & Equity survey results (with their blessing)
- c. **Website** (chair: Davina, Carin, X'unei, Lori)
 - i. No updates
 - ii. Now that we have approved allowing outside members, Davina will get in touch with Haley (who does A&S website work) to see if she would be interested in helping with some of this subcommittee's work. Then Davina will send an email to notify the full committee, to see if there are any concerns
- d. **Faculty Handbook Review Subcommittee** (chair: Math, Jay, John, Melissa, X'unei, Colleen)
 - i. No updates; did not meet (instead met with whole committee for the chancellor discussion)
 - ii. Faculty Senate is still voting to approve the last round of submissions
- e. **Discrimination Rapid Response Team** (chair: Lori, X'unei, Jay, Math)
 - i. No updates; did not meet

7. Inactive Subcommittees & Workgroups

- a. **Bylaws** (co-chair: Kimberly, co-chair: John)
 - i. Did not meet.
 - ii. We should determine precisely how DEICS membership and co-chairs are determined. Does our committee have any power in determining (or making a recommendation), or do SC & FS have complete control in the process? Also, we could get more clarity in the selection process
 - John will connect with SC & FS presidents to check on the process

8. The Future

- a. Next meeting time:
 - i. ~~Friday 3/24, 11a-1p~~
 - ii. All-day Retreat 3/31
- b. Discussion items for next meeting (i.e., retreat):

- i. Nothing added; committee members are encouraged to email Davina/Carin if they think of new agenda items to be added