

Diversity, Equity, and Inclusion Committee Meeting
April 7, 2022
4:00 pm MST via TEAMS

Attendance: Edna Yokum, Jessica Small, Todd DeKay, Ruth D'Arezzo, Emily Aspaas

- Meeting called to order at 4:06 pm
- A quorum was not present
 - No action will be taken
 - Unable to make changes to the Agenda
- Welcome of Ruth D'Arezzo
 - Recording Secretary
- Approval of March minutes
 - Tabled
 - No quorum
 - Will vote at next meeting March and April minutes
- Open Issues - Edna Yokum
 - Met on March 24
 - Completed rough draft of DEI report
 - Will be presented in May
 - Stephanie added additions to report
 - Report will go to Todd DeKay
 - Ready for committees by May
 - Revised after committees
 - Then will send to Dr. Powell
 - Suggestions previously emailed – Jessica Small
 - Institutional goal II- 1- Indigenous Peoples, Latinx, and African Americans have been specifically included, and I know it also has “students from other traditionally underrepresented populations” after that, but it still feels like the other groups are somehow less important. I would just suggest a more generic “...including first-generation college students and students from underrepresented populations.”
 - Institutional Goal III- 2- I feel as though it is very hard to ensure applicant pools have applicants from underrepresented populations since positions tend to have their stereotypes and attract a certain type of person. I would suggest making that one “Encourage applicants to apply from a variety of sources including specifically targeting underrepresented populations to ensure applicant pools have applicants from underrepresented populations.”
 - Current Wording
 - Institutional Goal ii-1

- Current wording in draft was encouraged by the diversity consultant
 - Institutional Goal III – 2
 - Clarifying what report is talked about
 - Met not to rewrite report
 - Met to create action plans to accomplish them
- Fellows Update – Edna Yokum
 - Current class will have ending events on April 21-22
 - Thursday, April 21
 - Graduation Ceremony
 - Community may be invited
 - Friday, April 22
 - Shark Tank for ENMUR
 - Participants presenting projects
 - Campus invited to attend
 - Dr. Powell unable to attend
 - Ideas will be pitched to him separately
 - Do not have full details
 - There is discussion to plan on another cohort
 - Dr. Powell encouraging another
 - Possibly yearly
 - Has been discussion on who would run it
 - Dr. Ramos may not be returning
 - Talks of current fellows leading next cohort
 - Onboarding Plan – Todd DeKay
 - Would like to schedule to meet at the same time Fellows meet
 - Have to have coverage of offices during this time
 - Send scheduling concerns to Dr. Powell and Teresa Casarez
- Guest Speaker for Spring – Edna Yokum
 - Dr. Jillian Smith
 - Would like her to speak
 - Dr. Powell would like her to speak at Fall in-service
 - Spring is too close to Fellow’s presentation
 - Dr. Powell wants an event in the Fall
- New issues – Edna Yokum
 - This committee will need new members for coming year
 - Strategist
 - Edna Yokum’s 3-year term will be up
 - Providing formal notification to committee of term completion
 - Term will complete in May
 - Will need to elect new strategist and members
 - Committee Members Discussion
 - Some current members are not attending
 - Lots of new people on campus

- Gear Up
 - Advisors
 - Faculty
- Do not change all members at once
 - Will cause loss of momentum
- Rules for membership
 - First turn over is staggered
 - Lose half
 - Keep half
 - Will determine who wants to remain on committee
 - Document positions that are staggered
 - Terms
 - Terms vary
 - Two year
 - One year
 - Creates staggered positions
 - Staggering will be created by this year's changes
 - Membership
 - Todd DeKay is willing to be removed
 - Remove non-participating members
 - Identify faculty and staff members who would be good additions
- May Meeting
 - Agenda
 - Send early
 - Notify which positions will be staggered and replaced
 - Terms
 - Remaining members 2-year cycle
 - New members 1-year cycle
 - Will create good rotation
 - Election of officers
 - September or August
- Open discussion
 - Food pantry – Todd DeKay
 - Speaker
 - April 18
 - Kendall Chavez
 - Office of the Governor, Hunger Awareness
 - After presentation, Kendall will meet with food pantry committee
 - Have questions and answers session
 - ENMU Roswell received \$20,000 grant from state to set up
 - Applying for money from Cares funds
 - Matching HED funds from Foundation monies
 - Possible location

- LRC
 - Currently Portales classroom
 - By stairs connecting LRC and IC
 - Has outdoor and indoor space
 - Will ask Kendall Chavez for recommendation on location
 - Need a central location
 - No decisions have been made
 - Staff
 - Hiring a full-time position for food pantry
 - Training – Edna Yokum
 - Writing job descriptions training
 - Writing better descriptions
 - Referenced a website that will identify gender language
 - Enter job descriptions
 - Identifies if it leans
 - Masculine
 - Feminine
 - Identifies language
 - Specific words leaning one way or other
 - Ran recent instructor positions
 - Biology
 - Feminine
 - Considered more inclusive
 - Spanish
 - Many words are male and female
 - Effect on this website
 - Website looks at verbs
 - Verbs associated with Women versus Men
 - Not looking at pronouns
 - Update – Emily Aspaas
 - Midterm Mania
 - Shared contact information
 - Student contact for DEI Committee
 - Have not received any emails
 - Hoping for some
 - New Mexico Law
 - Governor signed law
 - Reporting required
 - State institutions are required to report LGBTQ
 - Part of enrollment process
 - Will have to collect information
 - Gender identity
 - Discussed at HED
 - How it will be collected

- Sent to Todd DeKay, Jacob Puckett and Portales staff
 - Showed what was done
 - Sticking with Affirmative Action Plan
 - Revisit again this summer
 - Showed what she thought might need to be reclassified
- Trend analysis
 - Jessica has been at Portales 5 years
 - Will now have good trend analysis data
 - Limited on applicants side
 - NeoGov recently turned on reporting status
 - Can now gather trend analysis on applicants
 - VA status
 - Disability
 - Gender
 - Ethnicity
 - Can go further
 - Applicant pools based on departments with colleges
 - Able to further break it down
 - Can do trend analysis
 - Can do analysis for employees for the last five years
- Unofficial motion to adjoin
 - Moved by Todd DeKay
 - Seconded by Emily Aspaas
- Meeting ended at 4:36 pm