



## Diversity, Equity & Inclusion Action Planning Workgroup

January 26, 2022

9:00-10:00 am

### MEETING SUMMARY

#### 1. Welcome

Co-chairs Tom Fenske and Keahi McFadden welcomed workgroup members. As the group nears the end of the “shared learning” stage, Tom invited the group to spend this meeting reflecting on lessons—most recently Equity Literacy, where we use an ecological framework to consider issues and impacts at the level of individuals, groups, institutions and nations, along with a 7-step process for analyzing and addressing instances of bias and inequality.

#### 2. Reflect on Equity Literacy team learning

Workgroup members discussed their thoughts and questions, including:

- With time constraints in the Equity Literacy learning session, workgroup members did not get to practice each of the seven steps for bias analysis. Some wish for more time for learning sessions? Co-chairs explained that the learning sessions are meant to lay a foundation and expose workgroup members to tools. Members will have more time for practice and discussion, and the tools will come up again as we start to address real-world issues that will come up later as the work proceeds.
- The Canvas module with video lectures and readings from the workgroup’s learning sessions will continue to be available for members’ ongoing reference.
- Some members wish the workgroup meetings were a bit longer to allow more time to engage with the subjects, practice tools and have discussions.
- It is important to recognize the importance of including diverse perspectives in decision-making. DFA people need to build muscles around facilitating engagement and discussion, recognizing that this can be difficult and uncomfortable at times.
- We need to broaden the DEI focus in our division so that these conversations become a part of our everyday culture; not just happening in DEI-focused meetings.
- Some workgroup members expressed feeling uncomfortable engaging in DEI conversations because they feel they don’t have enough knowledge or experience to clearly articulate their thoughts. Co-chairs let everyone know that it’s okay to share unfinished thoughts, to grapple out loud with difficult concepts, and even to make some mistakes.
- Some workgroup members appreciated parts of the learning sessions when time was given for individuals to think and respond to a topic question in advance. Some people need more time to process their thoughts.
- Some workgroup members are thinking about how to engage their colleagues in DEI discussions, where some people are very excited, some people want to completely avoid the topic, and most people are somewhere in between. Co-chairs suggested that the workgroup should focus our

energy and time in engaging with the people in the middle group... People who are resistant to participating in DEI work might need to be reminded that OSU expresses a set of shared values (accountability, diversity, integrity, respect and social responsibility) that every employee is expected to uphold while at work.

- Co-chairs thanked everyone for a robust discussion and invited people to share additional thoughts and questions in writing.

### 3. Review workgroup communication plan

Co-chairs referred to the draft communication plan, asking workgroup members to review it and make comments in advance of the next meeting. Consider whether we have the right stakeholder groups for collecting and sharing information.

A summary report of the workgroup's actions to date will be included in the VPFA Quarterly News Update. Co-chairs invited feedback on what should be included in that report—email ideas by Thursday, February 3.

- ### 4. Next steps for the workgroup
- a. Move to the visioning stage
  - b. Finalize communication plan

### DFA DEI Action Planning Workgroup Members

**Teresita Alvarez-Cortez**, Acting Assistant Vice President, Strategic Diversity Initiatives, Office of Institutional Diversity (*workgroup advisor*)

**Christine Atwood**, Administrative & Diversity Manager; Procurement, Contracts & Materials Management

**Machelle Bamberger**, Hazardous Waste Safety Officer, Environmental Health & Safety

**Kirsten Bradley**, Project Manager, Enterprise Project Portfolio Management Office

**Jonathan Champney**, Buyer 2, Facilities Services

**Kim Cholewinski**, Academic Human Resources Officer, University Human Resources

**Todd Cross**, Trades Maintenance Coordinator, Facilities Services

**Tracy Elmshaeuser**, Executive Assistant to the Senior Associate Vice President for Administration

**Tom Fenske**, Business Center Manager (HSBC, BEBC), Controller's Unit (*workgroup co-chair*)

**Keith Foster**, Insurance Contract Specialist, Insurance & Risk Management

**Anne Gillies**, Search Advocate Program Director, University Human Resources

**Jessica King**, Travel & Expense Support Specialist, Controller's Unit

**Mary Macy**, Fiscal Coordinator 1 (HSBC), Controller's Unit

**Daniel Mahoney**, Academic Liaison, University Human Resources

**Melissa Medina**, Retirement Officer, University Human Resources

**Keahi McFadden**, Executive Assistant to AVP of University Facilities, Infrastructure & Operations (*workgroup co-chair*)

**Christina McKnight**, Director, Insurance & Risk Management

**Stephen Nelson**, Chief Procurement Officer; Procurement, Contracts & Materials Management

**Bob Richardson**, University Land Use Planning Manager, Capital Planning & Development

**Aviva Rivera**, Business Center Manager (FOBC, CEOAS), Controller's Unit

**Melanie Rose**, Manager of DFA Strategic Initiatives (*workgroup administrator*)

**Justin Schaffer**, Accountant 2 (FOBC), Controller's Unit

**Stephanie Smith**, Fiscal Coordinator 2 / Travel Administrator, Controller's Unit

**Sudie Swader**, Fiscal Coordinator 1 (AMBC), Controller's Unit

**Jane Waite**, Social Justice Education Initiative Director, University Human Resources

**Ben Wessel**, Director, DFA Information Technology