Diversity, Equity & Inclusion Action Planning Workgroup

June 8, 2022
9:00-10:30 am

MEETING SUMMARY

1. Welcome

Co-chairs welcomed workgroup members to the meeting. They noted that the subcommittee working to assess data received from the vision stakeholder input survey will take a little more time than anticipated to analyze the data. Results will be used to inform possible updates to the vision statement, as well as inform future outreach and communication plans among DFA groups.

2. Prioritizing plans for FY23
   a. Poll voting

Co-chairs reminded the workgroup of the vice president’s charge to create a five-year DEI action plan. The group developed potential areas of inquiry based on the vision statement. Co-chairs discussed the need to focus short-term work on developing an action list for fiscal year 2023, and then the group can continue developing the remaining years of the plan.

At the last workgroup meeting, subcommittees started prioritizing areas of work that had already been identified. Co-chairs consolidated and further prioritized those outcomes for discussion at today’s meeting. Co-chairs created a Zoom poll to facilitate additional prioritization by voting among workgroup members, with a view toward the most important / most feasible item to undertake in FY23.

   b. Individual free-write

Following the prioritization exercise, workgroup members spent time individually writing about the DEI priorities they voted for. They more fully described the items’ importance, why the outcomes would be impactful, some of the steps needed to start moving the action forward.

3. Next Steps: Collecting input about priorities from DFA senior leaders

Workgroup members were encouraged to continue adding to the prioritization document outside of the meeting. Co-chairs will consolidate the information and get input on FY23 DEI priorities from the senior leadership team when they meet next week. The discussion about priorities for an FY23 initial action plan will continue at the June 28 meeting.
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

**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

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