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University Diversity Committee Minutes (11/1/12)

CSUSB University Diversity Committee

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MINUTES

California State University, San Bernardino
University Diversity Committee
Thursday, November 1, 2012

Committee Members Present: Caballero, Collins, Evans-Carthen, Harrington, Tan, Texeira, Valencia

Ex Officios Present: Bateman, Contreras

Committee Members Absent: Baeza, Carswell, Clark, Llosent, Moore-Steward, Muhtaseb, Murillo-Moyeda

I. Approval of Minutes
Tan noted mistakes from previous minutes. Harrington moved to approve minutes. Texeira seconded. Motion approved.

II. Budget Report
Valencia reported that UDC has an available balance of $50,516.00. Valencia noted that funds need to be allocated for each subcommittee. Harrington inquired if travel was included in these expenses and Valencia reported that it does in fact include travel. Texeira mentioned she is working on something with ethnic studies that would cost $300 up front and Valencia said no payment should be made up front. Contreras added billing should occur after event.

Texeira reminds committee about past conversation from last meeting regarding the fact that the budget has a “use it or lose it” policy. Committee agreed to vote to increase budget limit for events such as the ethnic studies event that is going to be taking place in May.

III. Subcommittee Reports
a) Event Funding Requests
Texeira noted that Murillo-Moyeda forwards requests immediately and everything is done online. Contreras adds that the requests will now be coming to her.

b) Conversations on Diversity
Evans-Carthen reported a great turn out for the Conversations on Diversity event at the Palm Desert Campus. Evans-Carthen also explained that the event contained a diverse group of people who were hurting and they were all able to have conversations in a safe environment. Texeira agreed that the event was a success. Evans-Carthen noted the May 7th event is going to be the 25th event for UDC and suggests thinking of ideas for it and reported that Heather Hundley of COE will be introducing the speaker, Paula Caplan, for the event. Contreras agreed to check the status of event regarding reservations etc.

Evans-Carthen stated that one of the goals of the subcommittee is to not be forced to meet during the summer months and also to have an update on the website for all subcommittees. Evans-Carthen also inquired about identifying those who want to join the committee and adding them to the listserv. Tan questioned how frequently the committee meets and agrees to join the committee.

Texeira questioned who is introducing James Yee for the Islamphobia event and Evans-Carthen answered that Dany Doueiri of CAL would be doing the introduction. Texeira noted that Yee and Doueiri know each other personally so it should make for a good introduction.

c) Diversity Training
Evans-Carthen asked what can be done to gain more trainers and noted that Jonathan Higgins will be trained soon and reports that this committee will meet on Monday November 5. Tan asked what the next step is going to be to get the male trainers trained and to provide the services. Evans-Carthen questions the possibility of those wanting to become a trainer being sent to training sessions in Washington, D.C. Caballero questioned the cost of the training per person and Evans-Carthen states that it can not exceed $3,000 per person and Contreras adds it would come out of the $50,000 budget. Evans-Carthen plans to include Tan, Harrington and Jonathan Higgins for the training trip to Washington, D.C. Collins states that if the cost is $3,000 per person she proposes to make it an even $10,000 to include travel and miscellaneous expenses. All committee members agree to this. Texeira questioned when this would occur and Evans-Carthen agreed to double check the dates and report back to the committee. Tan suggests looking into locations other than Washington, D.C. to cut down on the cost.

d) Diversity Initiative Program
Caballero reports that he has a meeting with Kimberly Costino scheduled for Monday November 5 to have a conversation regarding TRC partnering with UDC to begin education module. Caballero agrees to email committee after his meeting with Costino updating them.

e) UDC webpage
Caballero reports that the UDC webpage will be updated soon because control of the webpage has gone from Undergraduate Studies to John Baumann of the Library. Tan mentioned the diversity webpage for the University of Missouri and how our committee should take ideas from them and incorporate them into our webpage. Tan offered some suggestions he got from their webpage including having links to different diverse campus groups, poetry/art highlights, links to personal triumphs of individuals, etc. Caballero suggests inviting John Baumann to the next webpage subcommittee meeting and reporting back to UDC what was discussed. Tan requested internet access for next UDC meeting to demonstrate the webpage and its new functions. Caballero agreed to provide that. Contreras volunteered to join this subcommittee.

IV. Old Business
Karnig gift- the committee remembers some ideas from the previous meeting. Collins questioned if the gift had been decided on a collage from the art department. Texeira questioned the budget of the gift. Caballero states that the cost of the gift can not come out of the UDC budget. Contreras reminds committee that gifts must come from foundation side not state side in order to have the funds come out of UDC budget and this committee does not have a foundation account.

Contreras suggests having someone write a poem about the contributions Karnig has made to the University over the years in honor of diversity on the campus. Harrington clarifies and suggests having the poem reside in the Library.

Texeira suggests having some type of proclamation for the past president and noted that he supported UDC monetarily, physically and emotionally throughout the years so a proclamation may be the best way to go. After some discussion the committee members agreed on a poem for Dr. Karnig. The committee discussed the idea of having a reception honoring Dr. Karnig. Texeira suggests recognizing Dr. Karnig at the last UDC meeting of the quarter, November 29. Committee members agree. Collins suggests a short 15 minute formalized presentation of proclamation to Dr. Karnig and also inviting current president, Dr. Morales. Texeira added inviting campus photographer and suggests Collins drafting the proclamation and sending it to her for review. Harrington adds he will help as well. Tan mentioned having the proclamation include some history of the committee if possible. Contreras adds that archives department contains a lot of information that could be helpful. Suggestions are made for who could be of assistance for drafting the proclamation; William Aguilar, Sue Brotherton, Frank Rincon are all names given.

V. Announcements
Transitions- Caballero introduces Kamerin Bateman and Iwona Contreras as his staff who will be involved with UDC as he is the new chair.

Collins inquires more about the budget. Caballero allows committee to make suggestions regarding budget and they can be reviewed for the next meeting. Collins points out there is $10,000 allocated for the training budget and $10,000 allocated for diversity initiative subcommittee budget with $30,000 remaining. Evans-Carthen suggests putting $5,000 more into the training budget and also adding Contreras to the training subcommittee.

Collins states that there is currently no budget for event funding requests and suggests putting $20,000 in that budget. Contreras suggests putting $15,000 in event funding and $5,000 in conversations on diversity subcommittee budget. Contreras suggests making a budget prior to therefore knowing prior to inquiring about a speaker how much is available to spend. Caballero suggests partnering with diversity clubs on campus to gain a larger budget for more expensive speakers. Caballero suggests him and Contreras set up a preliminary budget and to have committee members vote, vote can be done via email if necessary.

Contreras informs committee that $5,000 left over in budget at end of year is permissible to carry over into the following year’s budget and adds that between $2,000-$3,000 was cut from UDC budget last year due to budget cuts. Collins and Tan raise issue of next week’s election affecting the budget for this committee. Caballero reminds committee that funds could be moved around.

Meeting adjourned at 3:22pm.