**Faculty Senate Diversity Committee**

**Meeting Minutes**

**February 1, 2018**

Meeting held in Kaiser 01813 11:00 – 11:30am

**Members Present:**

Jan Bishop (Physical Education & Human Performance);

Lindsay Keazer (Math);

Megan Mackey (Special Education & Interventions)

1. **Survey Test**
   * We did a trial run of the survey to make sure all settings worked appropriately.
     + The survey questions are ‘ready for launch.’
   * We changed dates on the first page of the survey to make them current.
2. **Survey Next Steps**
   * Jan will fill out and submit the Human Subjects Committee (HSC) form by February 9, 2018.
   * Once approved by HSC, the survey will need to be submitted to the Executive Committee for approval to deploy.
3. **Bylaws**
   * Have not had quorum to approve revamped bylaws, so Jan will call for a vote via email.
4. **Faculty Senate Diversity Committee Membership**
   * Concerns that people listed as members have not responded and/or attended meetings in quite some time.
     + Jan will follow-up with those members via email.
5. **D Designation**
   * Jan was contacted by a member of student government asking to meet to discuss D designations.
     + Jan will follow-up and report back to the committee.
6. **Resources**
   * No resources were sent to Lindsay after the last meeting.
   * Jan will send another email requesting members send Lindsay resources.
   * Lindsay’s Google doc link will be shared to gather new resources.
7. **Faculty Senate Diversity Committee Website**
   * URL: web.ccsu.edu/facSenateDiversity
   * Lindsay will draft proposed changes to the website, send it to the rest of the Committee for approval, and then will complete the General Website Update online.
8. **Lumina Foundation Grant**
   * Materials were sent by the President’s Office.
   * Please be sure to review prior to luncheon on February 9th.
   * Proposals are due by February 26, 2018.
     + Committee will revisit after the luncheon prior to submission deadline.
9. **Luncheon with President Toro**
   * Friday, February 9th
10. **Next Meeting – Friday, February 16th @ 12:00pm in Kaiser 01813**

Respectfully Submitted by Megan Mackey