

**COMMITTEE ON DIVERSITY AND EQUITY (CODE)**  
**MINUTES OF THE MEETING OF 9.16.19**  
*Approved: XXX*

**CALL TO ORDER:**

The meeting was called to order at 1.35pm.

**ROLL CALL:**

**VOTING MEMBERS**

**FLICKINGER, PHILIP** Theatre & Dance A&L Faculty Senator Sp. 2020, **HOFFMAN, JAMIE** Recreation, Parks & Tourism Administration HHS At-Large Sp. 2020 (absent), **WILLIAMS, EBONY** Graduate & Professional Studies EDU At-Large Sp. 2020 (absent), **FIELDS, BRONWYN** Nursing At-Large Sp. 2021, **KNIFSEND, CASEY** Psychology SSIS At-Large Sp. 2021, **JONES, CARA** Women's Studies SSIS At-Large Sp. 2022, **VACANT** At-Large Sp. 2022, **OCEGUEDA, MARK** History A&L Sp. 2022 (absent).

**NON-VOTING/EX-OFFICIO MEMBERS**

**RECHS, ADAM**, Faculty Senate, Faculty Senate Chair, Sp. 2020 (absent), **VERMEIRE, DIANA TATE**, Office of Inclusive Excellence, Vice President, Sp. 2020 (absent), **VACANT** Affirmative Action Officer Sp. 2020 (absent), **VACANT**, ASI Representative, Sp. 2020 (absent), **VACANT** University Staff Assembly, Sp. 2020 (absent).

**APPROVAL OF THE AGENDA:**

Moved: Bronwyn Fields / Casey Knifsend. Approved.

**APPROVAL OF THE MINUTES FROM 5/6/2019:**

Moved: Casey Knifsend / Philip Flickinger. Approved.

**OPEN FORUM:**

Introductions. Note that new member, Cara Jones, teaches at 3pm, so will need to leave by 2.45pm.

**OLD BUSINESS:**

**Review of Committee Standing Rules and Charge**

- Philip reviewed standing rules – need to be updated. Many more “actors” in the diversity field since CODE established. Is the current charge appropriate? Do we need to consult more with others?
- Voting members, non-voting members, review of Committee Meetings – standing rules state meetings “monthly or as needed”. Philip moved that we meet once a month until / unless work of the committee increases (1<sup>st</sup> Monday of the month) – committee agreed unanimously.
- Membership – Voting members. Do we need a faculty senator on this committee? Senate Chair is asking this of all senate sub-committees. Advantage – someone who has an idea of what is happening in Senate / university-wide in terms of faculty issues relevant to CODE, someone who could report back to Senate who understands the work of the committee. Cons – limits the pool of membership potentials



# SACRAMENTO STATE

Faculty Senate

- **Moved:** Fields / Knifsend that the requirement for voting members change to “eight at-large faculty members appointed by the Faculty Senate”. Delete “one faculty senator”. Approved unanimously.
- Membership – Non-voting / Ex-officio members. “One AA officer or designee” and “Executive Director of the Office of Inclusive Excellence”. Could this be changed to “Executive Director of the Office of Inclusive Excellence or designee”.
- **Moved:** Fields / Knifsend that the requirement for non-voting/ex-officio members change to “Executive Director of the Office of Inclusive Excellence or designee”. Strike line 37, and add “or designee” to line 41.
- Discussion around where can we assist the Office of Inclusive Excellence with Faculty viewpoints? Philip – issues with item B. in Charge. Should this be changed. A and C look appropriate. Item D – we need to review the University’s Strategic Plan and see where we fit (? focused on increasing hiring of diverse faculty members). E, F and G relate to the Strategic Plan and hiring of diverse faculty members. E could be an announcement of what is going on – even just a URL link to a central information hub. Item H - what is needed in the annual report? Is it what we did during the past year? Is it contributing to an annual report of other relevant groups? This needs to be clarified.
- Committee agreed to think about the charge and bring thoughts to next meeting.
- Reviewed plan for future, including processing of minutes. Per Senate committee guidance – minutes to go to Chair of Committee, who will then distribute as required
- Philip raised a potential topic for CODE – how are faculty with disabilities supported across campus (e.g. who pays for their accommodation – Dept, College, University?)
- Committee encouraged to consider other potential issues / topics, bring ideas to next meeting.
- Philip shared the University’s plans for increased health services on campus, including walk-in counselling and counsellors placed in other locations (including Lassen and in Engineering).

**ADJOURNMENT:** The meeting was adjourned at 2:35pm