Diversity Curriculum Committee Notes of Discussion
April 5, 2021 – 10:30am-noon, via Zoom

Meeting called by: Ari Burford Co-Chair
Type of meeting: Diversity Curriculum Committee
Facilitator: Chris Paige/Ari Burford
Note taker: Barbara Branton

Voting members: Christopher Paige, Ari Burford, Debra Edgerton, David Camacho, Gretchen McAllister, Gina Nabours, Rosie Cordova, Rachel Cox, Darwin Mann, John Heick

Non-Voting members: Melinda Treml, Jeff Berglund, Teresa Del Vecchio,

Excused: Okim Kang, Tarang Jain,

Topic	Discussion
Welcome	Ari Burford serving as Co-chair. Call to Order. Quorum was present. Agenda was reorganized to allow comments from those who needed to leave early.
Approval of Notes of Discussion	R. Cox moved, D. Edgerton seconded, and the amended notes of March 22, 2021 were approved. Amendment on CED for notes: D. Edgerton term was extended and the CED will be asked to extend Dr. Ari and C. Paige's terms as well.
Nominations for officers	Members were encouraged to self-nominate for leadership roles for the committee. C. Paige agreed to stay on as Chair (if CED term extended) and G. McAllister volunteered for Co-Chair. Voting will be April 26.
Bylaw revisions	Members discussed membership generally, size of the committee, representatives from different areas/expertise/knowledge areas (K/A) and how to get them added to the committee. While Faculty Senate will ultimately approve the committee's bylaws, members can provide an outline for voting membership. Elections are also held in the summer and more members can be added then. The committee wants representation with an emphasis in the K/A under review and encouraged reaching out to colleagues to volunteer to serve. Members agree that elections are frequently based on name recognition. A qualifications statement helps candidates who may not be well known within the college outside their discipline. Members are concerned about adding more reps from specific colleges when some colleges are still unrepresented on the committee. Expertise in developing curriculum within a K/A would be an asset for committee membership. Several members volunteered to draft a statement for the call for additional members for the committee. Delegates from each Commission will be sought for their expertise in the K/A's. Revision of review forms/checklists/required information should assist with making a review of a syllabus easier for the committee members.

	• Members voted to add one more representative from each college for the upcoming academic year. • Members voted to invite two representatives from each Commission to join the committee for the upcoming academic year. Workload was discussed and acknowledged as an issue for some colleges and for some faculty, especially the non tenure track.
AY 21-22 Curriculum Timeline	A draft curriculum timeline for AY 21-22 was presented along with materials referencing the transition of courses to the new general studies program. Discussion focused more on document review than the dates materials needed to be received to meet the next academic curriculum cycle.
Prototype instruction guide, Diversity Perspectives	Members were interested in this draft document as some also serve on the colleges' curriculum committee. While this document was discussed and edited in real time, it will be presented at the next meeting for a final review. Members expressed a need for a better process for the receipt and review of syllabi seeking diversity designations. There is a disconnect between what the committee needs for their review to ensure a course meets the criteria for a diversity designation and what a student needs for their understanding of what the course will deliver. The elements the committee needs are 'required', and the draft document should reflect that. This document should accompany the syllabus of record and be handed off to new faculty who might teach the course. It should help minimize syllabus creep and ensure materials are in the approved syllabus template. Could the document be more of a checklist? While there is a willingness to develop a checklist, it was unsuccessful in the past. Is there an expectation the committee will have to work over the summer? Not likely. But some materials may need to be sent out to chairs/departments over the summer. Some census reports are still being completed to identify how courses may transition and what courses may come into the program or be designed for the program. It was suggested that if a course is already approved for a diversity designation and wasn't changing its designation, it could move into the new program and provide an updated syllabus of record and requirements document within a year for committee review. A sample syllabus was offered to test the form and see how it works. Chairs/academic unit leaders, they should be encouraged to consult with their faculty on these changes and not feel they need to make all the decisions on the new, old, moving to a new category curriculum themselves.
Wrap-up - Good of the order	
Adjourned	The meeting adjourned at 12:05pm.