



**Western Oregon University Board of Trustees:
Diversity, Equity, Inclusion & Accessibility Committee (DEIAC)**

Meeting No. 7 – April 4, 2023

1:00pm – 2:30pm

Via [Zoom](#) | Meeting ID: 813 9598 4236 | By Phone: 1-669-444-9171

AGENDA

I. CALL-TO-MEETING AND ROLL CALL

II. COMMITTEE CHAIR'S WELCOME

III. CONSENT AGENDA

1) [Meeting Minutes January 24, 2023](#)

2) [Meeting Minutes March 10, 2023](#)

IV. ACTION ITEMS:

1) [Revisions to Committee Charter](#)

V. REPORT & DISCUSSION ITEMS

1) [Office of Diversity, Equity, and Inclusion Update](#) | Dominique Vargas

VI. ANNOUNCEMENTS

VII. ADJOURNMENT



**Western Oregon University Board of Trustees:
Diversity, Equity, Inclusion & Accessibility Committee (DEIAC)
Meeting No. 5 – January 24, 2023
2:00pm – 3:30pm**

DRAFT MINUTES

I. CALL-TO-MEETING AND ROLL CALL

Committee Members: Doug Morse, Michael Reis, Dominique Vargas, Susan Castillo, Danielle Campbell, Cecelia Koontz

Others Present: Kaeli Hancock, Brittany Kima, Jesse Peters, Judy Silva

II. COMMITTEE CHAIR'S WELCOME

Chair Susan Castillo called meeting to order at 2:00pm and gave an introductory welcome.

III. CONSENT AGENDA

- 1) October 25, 2022 meeting minutes

Chair Castillo called for a motion to approve the minutes as presented in the docket. Trustee Doug Morse moved to accept the minutes as written. Trustee Michael Reis seconded. Minutes were approved with no changes.

IV. REPORT & DISCUSSION ITEMS

- 1) UDIAC Update

An assessment tool for events has been developed and the first use of it will be this Friday for Professional Development. There is an attempt to inventory all DEI efforts work on campus.

- 2) Hispanic Serving Institute Committee Update

HSI Summit "Save the Date" has been sent. The HIS Advisory Committee has been selected and has begun meeting.

- 3) Equity Assessment Update

Jordan S. West will be on campus from January 30 - February 1st to begin the Equity Assessment. She'll be meeting with focus groups during her visit.

4) Freedom Center - Financial Sustainability

There's concern about the financial sustainability of the Freedom Center. Dominique will get more information about Freedom Center and their goals and mission. She'll also find out more about how it's being utilized. It was noted that comparative data would be helpful.

V. NEXT MEETING PREPARATION

1) Review of Charter

The Committee Charters state that they should be reviewed annually. A working document of the DEIAC Charter will be sent out so committee members can review and provide edits. The Committee will then meet to discuss recommended updates. A timeline will be set up for the review process, including a scheduling a meeting during the second week of March.

2) Review of Diversity Action Plan

The report we received from Equity Assessment consultant, Jordan S. West, the committee will begin to review WOU's Diversity Action Plan. This will report will provide information needed to do guide this work.

VI. ANNOUNCEMENTS

Cecilia Koontz announced Buffalo Soldiers, a documentary showing on February 14th at 4pm.
<https://buffalosoldiersmovie.com>

VII. ADJOURNMENT

Meeting was adjourned at 3:30pm.



**Western Oregon University Board of Trustees:
Diversity, Equity, Inclusion & Accessibility Committee (DEIAC)
Meeting No. 6 –March 10, 2023
1:00pm – 2:30pm**

DRAFT MINUTES

I. CALL-TO-MEETING AND ROLL CALL

Committee Members: Susan Castillo, Dominique Vargas, Cecelia Koontz, Doug Morse

Absent Members: Michael Reis, Danielle Campbell

Other in Attendance: LouAnn Vickers

II. COMMITTEE CHAIR'S WELCOME

Chair Castillo called the meeting to order at 1:01pm.

III. CONSENT AGENDA

No consent agenda for this meeting

IV. REPORT & DISCUSSION ITEMS

1) Review of DEIAC Charter

Review included possible adjustments for clarification of role, wording, and grammar. The Committee also clarified their role and responsibilities in relation to UDIAC as well as defined what a dashboard for showing progress means.

Chair Castillo asked that Vickers take these recommendations made to show what an updated charter would look like which would be reviewed and voted on at the next DEIAC meeting before the upcoming Board of Trustees meeting.

No action was taken.

V. ANNOUNCEMENTS

The next meeting is scheduled for April 4th, 2023 at 1:30-2:30pm on Zoom.

Items needed for the meeting docket are the Charter with edits shown, Dominique's DEI report, and any other materials that will be presented as outlined on the agenda.

VI. ADJOURNMENT

The meeting adjourned at 1:46pm.

Diversity, Equity, Inclusion, and Accessibility Committee (DEIAC), Revision of the Committee Charter

At its June 9, 2021 meeting, the WOU Board of Trustees established the Diversity, Equity, Inclusion, and Accessibility Committee (DEIAC). The Committee's charter was approved by the Board of Trustees at its February 16, 2022 meeting. As in all charters for the WOU Board of Trustees standing committees, a recommendation for annual review and assessment is included.

To fulfill this recommendation, the DEIAC has provided a careful review of its charter to ensure it aligns with the current practices of the committee and the university.

At its March 10, 2023 meeting, members of the committee and the staff designee engaged in conversation to review and discuss the recommended changes. However, no action was taken at this meeting. These edits are outlined in red in the document below.

STAFF RECOMMENDATION

It is recommended that the WOU Board of Trustees Diversity, Equity, Inclusion, and Accessibility Committee accept the changes its Committee Charter as presented in the docket.



Western Oregon University Board of Trustees Diversity, Equity, Inclusion and Accessibility Committee (DEIAC) Charter

MISSION

The Diversity, Equity, Inclusion and Accessibility Committee (DEIAC) of the WOU Board of Trustees is charged with ensuring the Board and University prioritize the values of diversity, equity, inclusion, and accessibility throughout the university enterprise and ~~that~~, as fiduciaries of the University, elevate those values as essential to the successful functioning of the Board and the University.

AUTHORITY AND RESPONSIBILITIES

Board Statement on Diversity, Equity, Inclusion and Accessibility

The DEIAC is responsible for reviewing, monitoring, and advising progress on the Board's expectations enumerated in the *Board Statement on Diversity, Equity, Inclusion, and Accessibility*, including climate, students, employees, curriculum and pedagogy, community partnerships, business practices, and facilities and the physical plant.

Diversity Action Plan

The DEIAC, as appropriate, is responsible for reviewing, monitoring, and advising on the University's progress on its Diversity Action Plan (DAP), including but not limited to amendments and new versions of the DAP as advised and presented by the President and the Executive Director for Diversity, Equity and Inclusion.

University Diversity and Inclusion Advisory Committee (UDIAC)

The DEIAC, as appropriate and in concert with the President, is responsible for receiving periodic updates from the University Diversity and Inclusion Advisory Committee (UDIAC) regarding its activities and its role in the development of the University's Diversity Action Plan. The UDIAC is a presidential advisory committee.

University Cultural Competence Advisory Committee (UCCAC)

The DEIAC, as appropriate and in concert with the President, is responsible for receiving periodic updates from the University Cultural Competence Advisory Committee (UCCAC) as required by HB 2864 (2017) and its activities and its role in the development of the University's HB 2864 standards, including but not limited to the biennial board report required by HB 2864. **The UCCAC is a presidential advisory committee and serves as a subcommittee to the University, Diversity, and Inclusion Advisory Committee.**



Accountability

The DEIAC will provide input in the development of accountability measures for the university. These measures include reporting requirements and evaluation mechanisms. The committee will utilize data from accountability measures to provide feedback to the Executive, Governance and Trusteeship Committee (EGTC) as it conducts the performance evaluation of the university president.

Training

The DEIAC, as appropriate, is responsible for proposing and recommending relevant diversity, equity, inclusion and accessibility training for the Board and its trustees.

Policies

The DEIAC is responsible for any and all recommendations to the WOU Board of Trustees regarding Board Statements including, but not limited to any topic or initiative related to diversity, equity, inclusion and accessibility.

Workplan

The DEIAC will adopt an annual workplan, in concert with the Board's strategic planning retreats, to describe the work, consistent with the **AUTHORITY AND RESPONSIBILITIES** section of this Charter, it plans to accomplish for that year.

ORGANIZATION

Membership; Structure; Quorum

The DEIAC, consistent with the *Board Statement on Committees*, will consist of five members. The Board chair appoints members of the committee, including the committee chair. A quorum of the DEIAC will be three committee members.

Meetings

The DEIAC will meet at least four times each year. DEIAC meetings will be conducted in substantial compliance with the *Board Statement on the Conduct of Public Meetings*. Because committees may meet more frequently than the full Board of Trustees, the chair or staff are encouraged to convene meetings by telephone or videoconference for the convenience of the committee members.

Agenda, Minutes, and Reports

The chair, in collaboration with the staff designee, is responsible for establishing the agendas for meetings. An agenda, together with relevant materials, will be sent to



committee members at least seven (7) days in advance of the meeting. Minutes for all meetings shall be drafted by the staff designee, reviewed by the Secretary to the Board, reviewed by the committee chair, and approved by committee members at the following meeting.

Staff Designee

The Executive Director of Diversity, Equity and Inclusion and/or **their** designee will be staff to the DEIAC.

Review of Charter

This charter shall be reviewed and reassessed by the DEIAC at least annually, and any proposed changes shall be submitted to the board for approval.

Document History

- Discussed and revised at January 13, 2022 DEIAC meeting
- Approved by the Board of Trustees at February 16, 2022 meeting

Diversity, Equity and Inclusion Report – March 23, 2023

Dominique Vargas, Executive Director of Diversity, Equity and Inclusion

Introduction

A few of the key priorities for the office of Diversity, Equity, and Inclusion for the 2023-2024 academic year include:

- Equity Assessment
- Cultural Competence Based Professional Development
- Hispanic Serving Institution (HSI) Designation
- Title IX

Equity Assessment

Western Oregon University has contracted with Jordan Shelby West, PhD, for the equity assessment. Dr. West is currently working on the second part of Phase I, which includes developing a report based on qualitative data collection. This report is expected to be completed by May 5, 2023. Dr. West will be visiting WOU on Monday, May 8. On May 8, Dr. West will meet with Cabinet to review the report, she will then facilitate to university presentations to share common themes and recommendations. While Dr. West is working through this part of Phase I, Dominique has begun preparation for Phase II by preparing policies, procedures and university data for Dr. West.

Cultural Competence Based Professional Development

On February 16, 2023, WOU hosted an essential conversations panel discussion, that was focused on professional staff.

On March 3, 2023, WOU hosted an essential conversations panel discussion, that was focused on faculty/instructional staff.

The University Diversity and Inclusion Advisory Committee Cultural Competence Subcommittee has curated a slate of professional development sessions to be offered in Spring Term. Details to be released the first week of spring term.

Hispanic Serving Institution (HSI) Designation

The 2023 HSI Summit will take place April 26, 2023. More than 200 individuals are registered for the Summit as of 3/23/23. Summit website: www.wou.edu/hsisummit

The HSI Advisory Committee has been meeting as a full committee and in three subcommittees. The full committee membership includes: Doris Cancel-Tirado (co-chair), Kathy Espino Perez, Mary Pettenger, David Szpakowski, Priscilla Espana, Julian Elizalde, Hillary Fouts, Anna Hernandez-Hunter (co-chair), Jamie Marroquin.

The subcommittees projects are as follows:

- *Preliminary report analyzing where we are as an emerging HSI*
- *Identify the concrete steps we need to follow to become a designated HSI and outline the procedural aspects for attaining and retaining the federal designation*
- *Suggestions for how we will serve students with thoughtfulness and intentionality*

Title IX

As of March 22, 2023, 696 out of 843 employees enrolled in the Catharsis Report = Support Title IX training modules have completed the training. We have 147 employees who have not completed the training yet.

As of March 22, 2023, 426 student employees have completed Responsible Employee training.

For the remainder of the 2022-2023 academic year, Catharsis will continue to be used for employee Title IX training and Responsible Employee training will continue to be used for students. A training plan is being developed for 2023-2024.

Title XI policy is currently under review, new federal regulations are expected to be released during summer 2023, and revisions are expected prior to Fall 2023.

Other items of Note

[LGBTQ2SIA+ Student Success 2021-2023 Grant](#)

Western was awarded the 2021-2023 LGBTQ2SIA+ Student Success Grant. The LGBTQ2SIA+ Student Success grant is based in the Oregon's [LGBTQ2SIA+ Student Success Plan](#). This grant is a partnership between Western Oregon University and Central School District and focuses on three key strategies: educational development and resources for supportive educators, creating safer affirming spaces, and developing more inclusive curriculum.

Freedom Center

The Freedom Center is visioning for the next year with an updated mission: *The Freedom Center is a space made by students, for students. The Freedom Center strives to serve as a safe space for all students, especially those who are BIPOC and their intersectional identities. We welcome every unique individual here at Western Oregon University as we provide resources, connections, and education for our campus.*

UDIAC

In addition to the previously mentioned cultural competence professional development programming coming in Spring 2023. UDIAC's assessment subcommittee began to pilot

a survey assessing cultural competence based professional development. The survey has been distributed for three professional development opportunities and the group is now analyzing.