U.S. Diversity Course Requirement Committee (USDC) Agenda

Date and Time: Wed Jan 25 2023 11-12pm CST  
Minutes taker: Monica Gordillo  
Process monitor: Jen Leptien  
Meeting Chairperson: Kelly Reddy-Best  
Zoom link found on committee Canvas page  
Meeting called to order at:  
Meeting adjourned at:  
Was a quorum present?: (at least 6 people for quorum)

Committee members in attendance: (all committee members including chair are voting members; quorum = 6)
1. Chair / HS: Kelly Reddy-Best, associate professor, Apparel, Events, Hospitality Management  
2. LAS: Novotny Lawrence, associate professor, Greenlee School of Journalism and Communication/English  
3. Design: Jane Rongerue, associate professor, Community and Regional Planning  
4. Grad student and CELT rep: Paul Hengesteg, program evaluation coordinator (CELT) and PhD student in School of Education  
5. VP for student affairs reps (x2): Jen Leptien, director of Learning Communities  
6. VP for student affairs reps (x2): Bill Boulden, associate dean of students/director of Greek Affairs  
7. Multicultural students leadership council: Jordan Brooks, director of Multicultural Student Success, College of Design and PhD student in School of Education  
8. CALS: Kurt A. Rosentrater, associate professor, Agriculture and Biosystems Engineering  
9. Engineering: Diane Rover, university professor, Electrical and Computer Engineering  
10. Business: Monica Gordillo, teaching professor, Management and Entrepreneurship  
11. Student government rep: Blake Van Der Kamp blakevdk@iastate.edu, Agricultural and Life Sciences Education  
12. Vet Med: currently vacant

Committee members not in attendance: (move names here)

<table>
<thead>
<tr>
<th>Topic and Outcome</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minutes taker</td>
<td>Record very brief overview of what was discussed on each topic.</td>
</tr>
<tr>
<td></td>
<td>Record motions made: exact motion, who made the motions. Results of digital votes, when necessary, will be included upon completion of vote.</td>
</tr>
<tr>
<td></td>
<td>Record actions, assignments, deadlines</td>
</tr>
</tbody>
</table>

**Meeting responsibilities; roll call; chair announcements**

**Outcome:** informational  
**Lead:** Kelly

**Minutes approval**

**Outcome:** vote  
**Lead:** Kelly

<table>
<thead>
<tr>
<th>Nov 30 2022 minutes</th>
<th>Motion:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Second:</td>
</tr>
<tr>
<td></td>
<td>In favor:</td>
</tr>
<tr>
<td></td>
<td>Against:</td>
</tr>
<tr>
<td></td>
<td>Abstain:</td>
</tr>
<tr>
<td>Dec 14 2022 minutes</td>
<td>Motion:</td>
</tr>
<tr>
<td></td>
<td>Second:</td>
</tr>
<tr>
<td></td>
<td>In favor:</td>
</tr>
<tr>
<td></td>
<td>Against:</td>
</tr>
<tr>
<td></td>
<td>Abstain:</td>
</tr>
</tbody>
</table>
### Course proposal review

**Outcome:** discussion  
**Lead:** Kelly

We are reviewing these courses today.

- Dees RELIG 210  
- Dyches EDUC 459  
- Lind SPED 210  
- Rodriguez EDUC 406  
- Williams LDST 322  
- Deshay-duncan EDUC 405  
- Popillion HDFS 276  
- Fox HDFS 239  
- Arndt AMIN 210  
- Steckelberg HDFS 239  
- Stoehr WGS 201  
- Suarez USLS 211

**Guiding questions:**
- Who voted yes on the course? Why?  
- Did anyone vote no? If yes, why?  
- Did anyone feel they need more information? If yes why?  
- Any questions or concerns about the proposal?

The Qualtrics link is available on Canvas. **Please vote by Jan 27 2023 at 11:59pm.**  
Kelly will post the results on Canvas and will inform the submitters via email.

### For the good of the order

**Lead:** Kelly

### Process monitor report

**Outcome:** informational  
**Lead:** Process monitor

The process monitor will objectively report verbally on the following in one minute or less:
- Who did we hear from this meeting? Was one person dominating?  
- Did it appear that all individuals had a chance to express their opinions and contribute verbally or via chat?  
- Did we stay on track according to the agenda or if we did get off track, did we acknowledge that it was necessary?