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

**Date and Time:** Wed October 12 11-12pm CST  
**Minutes taker:** Kurt Rosentrater  
**Process monitor:** Novotny Lawrence  
**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)  

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<tr>
<th>Topic and Outcome</th>
<th>Notes</th>
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| Minutes taker     | - Record very brief overview of what was discussed on each topic.  
|                   | - Record motions made: exact motion, who made the motions. Results of digital votes, when necessary, will be included upon completion of vote.  
|                   | - Record actions, assignments, deadlines |
| **Meeting responsibilities; roll call; chair announcements** | 23 people requested to be added to the submission portal after Sept 19 memo was distributed.  
| **Outcome:** informational  
| **Lead:** Kelly | Discussion will occur on these proposals at our November 2, 2022 meeting with vote that will conclude on Nov 4, 2022.  
|                   | Billy, Jen, Jordan, and Jane: note you have 2 proposals to review!  
|                   | - Boulden and Leptien are assigned to review Behnken HIST-USLS 371 by October 28, 2022 (you must view the third submission on Oct 1)  
|                   | - Brooks and Rongerude are assigned to review Behnken HIST-USLS 372 by October 28, 2022 (you must view the second submission on Sept 27; see image below)  
|                   | - Gordillo and Rosentrater are assigned to review Gleeson ARCH 321 by October 28, 2022  
|                   | - Hengesteg and Rover are assigned to review Matos GLOBE/VMPM 330 by October 28, 2022  
|                   | - Lawrence and Van Der Kamp are assigned to review Donoho HDFS 240 by October 28, 2022  
|                   | - Boulden and Leptien are assigned to review PSYCH 347 by October 28, 2022  
|                   | - Brooks and Rongerude are assigned to review COM ST 210 by October 28 2022 |
*Everyone* reads these submissions to become familiar with the proposals prior to Nov 2, 2022 USD meeting; discussion will occur on these proposals at Nov 2, 2022 meeting with vote that will conclude on Nov 4, 2022.

- Behnken HIST-USLS 371
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- Gleeson ARCH 321
- Matos GLOBE/VMPM 330
- Donoho HDFS 240
- Prieto PSYCH 347
- Ruble COM ST 210

### Minutes approval

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

Sept 14 minutes  
**Motion:**  
**Second:**  
**In favor:**  
**Against:**  
**Abstain:**  

**Vote result:**

Sept 28 minutes will be voted on at next meeting.

### Course proposal review

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

We are reviewing these five courses today.  
- Behnken HIST 469  
- Tuckness POL S 333  
- Bix HIST 386  
- Bix HIST 380  
- Rafferty COMST 450B

**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 October 15 at 11:59pm.*

Kelly will post the results on Canvas and will inform the submitters via email.

### For the good of the order

**Lead:** Paul

**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?