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

Date and Time: Feb 7, 9-9:50am CST
Minutes taker and process montior: Jen L.
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 5 people for quorum)
Committee members *in attendance*: (all committee members including chair are voting members; quorum = 5)
1. Grad student and CELT rep: Paul Hengesteg, program evaluation coordinator (CELT) and PhD student in School of Education
2. VP for student affairs reps (x2): Jen Leptien, director of Learning Communities
3. LAS: Stephen Biggs, associate professor, Greenlee School of Journalism and Communication/English
4. Chair/ Business: Monica Gordillo, teaching professor, Management and Entrepreneurship
5. Design: Jane Rongerue, associate professor, Community and Regional Planning
6. Engineering: Diane Rover, university professor, Electrical and Computer Engineering
7. CALS: Kurt A. Rosentrater, associate professor, Agriculture and Biosystems Engineering
8. VP for student affairs reps (x2): Bill Boulden, associate dean of students/director of Greek Affairs
9. Multicultural students leadership council: Jordan Brooks, director of Multicultural Student Success, College of Design and PhD student in School of Education
10. HS: Kelly Reddy-Best, professor, Apparel, Events, Hospitality Management

Committee members *not in attendance*: (move names here)
1. Student government rep: vacant
2. Vet Med: currently vacant

Topic and Outcome	Notes
	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 Discussion Lead: Kelly	
Minutes approval Outcome: vote Lead: Kelly	Approve meetings: • Nov 16
Course proposal review Outcome: discussion Lead: Kelly	We are reviewing one course: Breanna Kixmiller. GEO 116, Human Geography 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?

	Kelly will email a link to vote after the meeting on Feb 7 and will inform the submitter via email.
USD Name Change Outcome: discussion and vote after meeting Lead: Kelly	
For the good of the order <u>Lead</u>: Kelly	
Process monitor report <u>Outcome</u>: informational <u>Lead</u>: 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?