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

**Date and Time:** Feb 7, 9-9:50am CST  
**Minutes taker and process monitor:** 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. Design: Jane Rongerue, associate professor, Community and Regional Planning
5. Engineering: Diane Rover, university professor, Electrical and Computer Engineering
6. CALS: Kurt A. Rosentrater, associate professor, Agriculture and Biosystems Engineering
7. 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
3. VP for student affairs reps (x2): Bill Boulden, associate dean of students/director of Greek Affairs
4. Multicultural students leadership council: Jordan B. rooks, director of Multicultural Student Success, College of Design and PhD student in School of Education
5. Chair/ Business: Monica Gordillo, teaching professor, Management and Entrepreneurship

<table>
<thead>
<tr>
<th>Topic and Outcome</th>
<th>Notes</th>
</tr>
</thead>
</table>
| 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 |

<table>
<thead>
<tr>
<th>Meeting responsibilities; roll call; chair announcements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion</td>
</tr>
<tr>
<td>Lead: Kelly</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Minutes approval</th>
<th>Approve meetings:</th>
</tr>
</thead>
</table>
| Outcome: vote    | • Nov 16  
| Lead: Kelly      | Motion: Paul  
|                  | Second: Jane  
|                  | In favor: all in favor. |

<table>
<thead>
<tr>
<th>Course proposal review</th>
<th>We are reviewing one course:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcome: discussion</td>
<td>Breanna Kixmiller. GEO 116, Human Geography</td>
</tr>
<tr>
<td>Lead: Kelly</td>
<td>Guiding questions:</td>
</tr>
</tbody>
</table>
|                       | • Reviewers said that this course, as presented, did not meet U.S. Diversity course requirements  
|                       | Rationale: materials did not demonstrate comprehensive approach to US Diversity outcomes; difficult to measure how much U.S. focus was present in the course |
The committee discussed consistency in reviews, as it was noted by the GEO 116 submitter that this particular course had been approved once before; committee members reiterated that we have to make decisions based on the content provided for each submission; also noted that courses change, and instructors change, so course content can be varied.

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

Committee review of recommendation 6 to make suggestions for a new name for US Diversity course; our committee is tasked only with name change/tag  
The committee discussed our charge then reviewed suggested name changes proposed by committee members via Qualtrics.  
There was consensus among meeting attendees to put forward “U.S. Diversity, Equity, and Inclusion Perspectives”.  
Kelly will send a Qualtrics link after this meeting for the full committee to vote.  
She will then put the name change into a proposal to AAC.

### For the good of the order

**Lead:** Kelly

Comment: reviewing transfer courses is difficult due to content submissions not being comparable to ISU documentation; specifically, there is concern about transfer materials being less robust; Kelly will reach out to Kelsey to share this concern for consideration  
Future meetings: Kelly will send two calendar holds - one for March and one for April.  
March will involve review of new submissions; April may be cancelled if there are no new course submissions to review.

### Process monitor report

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

The process monitor will objectively report verbally on the following in one minute or less:  
- We heard from everyone present. The meeting accomplished its agenda.