

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. 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 Brooks](#), 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

Topic and Outcome	Notes
<p><i>Meeting responsibilities; roll call; chair announcements</i></p> <p><u>Discussion</u> <u>Lead:</u> Kelly</p>	<p>Minutes taker</p> <ul style="list-style-type: none"> • 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
<p><i>Minutes approval</i></p> <p><u>Outcome:</u> vote <u>Lead:</u> Kelly</p>	<p>Approve meetings:</p> <ul style="list-style-type: none"> • Nov 16 Motion: Paul Second: Jane In favor: all in favor.
<p><i>Course proposal review</i></p> <p><u>Outcome:</u> discussion <u>Lead:</u> Kelly</p>	<p>We are reviewing one course:</p> <p>Breanna Kixmiller. GEO 116, Human Geography</p> <p>Guiding questions:</p> <ul style="list-style-type: none"> • 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

	<p>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.</p> <p>Kelly will email a link to vote after the meeting on Feb 7 and will inform the submitter via email.</p>
<p><i>USD Name Change</i></p> <p>Outcome: discussion and vote after meeting Lead: Kelly</p>	<p>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</p> <p>The committee discussed our charge then reviewed suggested name changes proposed by committee members via Qualtrics.</p> <p>There was consensus among meeting attendees to put forward “U.S. Diversity, Equity, and Inclusion Perspectives”.</p> <p>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.</p>
<p><i>For the good of the order</i></p> <p><u>Lead</u>: Kelly</p>	<p>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</p> <p>Future meetings: Kelly will send two calendar holds - one for March and one for April. March will involve review of new submissions; April <i>may</i> be cancelled if there are no new course submissions to review.</p>
<p><i>Process monitor report</i></p> <p><u>Outcome</u>: informational <u>Lead</u>: Process monitor</p>	<p>The process monitor will objectively report verbally on the following in one minute or less:</p> <ul style="list-style-type: none"> • We heard from everyone present. The meeting accomplished its agenda.