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

Date and Time: Wed April 6 11-12pm CST
Minutes taker: Billy Boulden
Process monitor: Diane Rover
Meeting Chairperson: Kelly Reddy-Best
Meeting link:
Meeting called to order at:
Meeting adjourned at:

Was a quorum present?: (at least 7 people for quorum, excluding ex-officio)

Committee members in attendance: (all committee members including chair are voting members, except ex-officio member; quorum = 7)
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 Rongeur, 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: Carrie A Berg, associate teaching professor of Biomedical Sciences
13. Ex-officio: Meghan Gillette, associate teaching professor, Human Development & Family Studies; Faculty Fellow, CELT [non-voting member]

Committee members not in attendance: (move names here)

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<th>Topic and Outcome</th>
<th>Notes</th>
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| **ITEM 1:** Meeting responsibilities; roll call: chair announcements Outcome: informational Lead: Kelly | 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 |
| **ITEM 2:** Course percentage Outcome: discussion; assignment Lead: Kelly | Discussion around that at least 50% (?) of course content meet the 3 of 4 learning outcomes. Online discussion due April 12th @ 11:59pm. |
| **ITEM 3:** Rubric draft review assignment due date Outcome: informational/assignment Lead: Kelly | Rubric draft review. Online discussion due April 19th @ 11:59pm. |
| For the good of the order  
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<th>Lead: Kelly</th>
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| **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? |