

**Date:** March 13, 2024  
**Start Time:** 10:00am

**Room Number:** Knight 3240 and [WebEx Link](#)  
**End Time:** 11:00am

**Meeting Secretary:** Tiffany McClay

### Meeting Agenda

1. Call to Order
  2. Rollcall
  3. Approve February Meeting Minutes – Secretary McClay
  4. Discuss the outcome of our DEI Council meeting where the proposed four “Staff Commitments” were presented.
    - a. Review Staff Assembly “draft” Proposal
    - b. Vote to accept proposal, if approved move forward to Staff Assembly March meeting
    - c. Develop language to use when presenting to stakeholders – Microsoft Form
  5. New Business
  6. Adjournment
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#### **Agenda Item 1) Call to order: Chair Notaripippo called the meeting to order at 10:08am**

#### **Agenda Item 2) Roll Call- taken by Secretary McClay**

#### **Agenda Item 3) Approve February Meeting Minutes – Secretary McClay**

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- Motion to approve – Chair Notaripippo
  - 2<sup>nd</sup> Motion – Rep Grace
  - Vote: 4 Yes, 0 No, 0 Abstain
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#### **Agenda Item 4) Discuss the outcome of our DEI Council meeting where the proposed four “Staff Commitments” were presented.**

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- a. Review Staff Assembly “draft” Proposal
  - Terry Notaripippo shared her discussion from the March 8<sup>th</sup> DEI Council meeting where the four proposed Staff Commitments were reviewed
    - Overall DEI Council feedback was positive
    - Only suggested change around commitment three which was originally worded: Pursue creative solutions to eliminate barriers to success
      - Isabel Quero-Hernandez stated, "It makes it seem like there are always going to be barriers to success at CCRI." She suggested rewording the sentence or removing "creative".
      - Blair Harrington suggested, "Recognize and eliminate barriers to success."
    - Chair Notaripippo also shared a brief conversation with Rachel Rogers, her suggestion on rewording commitment three was: Where there are barriers to success, pursue creative solutions
  - Taking into consideration the concerns and suggestions from the DEI Council and Rachel Rogers as well as our goal of connecting the commitments to the CCRI Guiding Principles and starting each commitment with an action, commitment now reads: recognize barrier to success and pursue creative solutions
- b. Develop language to use when presenting to stakeholders – Microsoft Form
  - Moved discussion of the form before the vote
  - Reviewed the Microsoft Form



# Staff Assembly

[DEI] Committee

- Form intended to be sent to CCRI Staff only as an anonymous survey for feedback on the four proposed CCRI Staff Commitments as the next step after the Staff Assembly reviews and votes at the next meeting (Friday, March 15<sup>th</sup>)
  - Form link: <https://forms.office.com/r/GTXbWw1HGC>
  - 11:00am Secretary McClay motioned to extend the meeting by five-minutes
  - Chair Notarpiippo Second motion
  - Vote: 4 Yes, 0 No, 0 Abstain
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- c. Vote to accept proposal, if approved move forward to Staff Assembly March meeting
- Read and reviewed the proposal
  - Chair Notarpiippo motion to vote
  - Rep. Grace Second motion
  - Vote: 4 Yes, 0 No, 0 Abstain
  - Motion passes, the proposal will move forward to the Staff Assembly March meeting for review and vote
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## Agenda Item 5) New Business

## Agenda Item 6) Adjournment

- Chair Notarpiippo motion to Adjourn 11:04am
  - Rep. Geraldo Second motion
  - Vote: 4 Yes, 0 No, 0 Abstain
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Voting Members				
Name	Title	Department	Division	Attendance
Mimi Fattore	Counselor, Student Development	Advising	Student Affairs	No
Maya Geraldo	Manager, Academic Initiatives and Operations	Office of the VP of Academic Affairs	Academic Affairs	Yes
Tiffany McClay	Assistant Director of Purchasing	Purchasing	Administration & Finance	Yes
Terry Notarpiippo	Information Services Technician II	Library	Academic Affairs	Yes
Amy Zervas	Coordinator	Human Resources	Administration & Finance	No
Non-Voting / Ex-Officio				
Raekwon Grace	Facilitator OD and DEI	Human Resources	Administration & Finance	Yes
Christine Lynch	Assistant Professor	Allied/Rehab Health/Occup Ther	Faculty/Rep of DEI Faculty Committee	No