

Date: March 20, 2024
Start Time: 1:00pm

Room Number: Knight 3140 and [WebEx Link](#)
End Time: 2:00pm

Meeting Secretary: Tiffany McClay

Meeting Agenda

1. Call to Order
 2. Rollcall
 3. Preparation for Stakeholder rollout and President’s Council
 - a. Review responses submitted during the Assembly Meeting on March 15th
 - b. Rollout? We removed the distinction question: Is your role at the college Faculty or Staff?
 - Email only?
 - CC Daily reminders for “staff” to check their email?
 - c. Thoughts/suggestions?
 4. President’s Council meets on the same day as our next committee meeting. Do we want to move our scheduled meeting up to allow a final review of all responses collected?
 5. Adjournment
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Agenda Item 1) Call to order: Chair Notaripippo called the meeting to order at 1:03pm

Agenda Item 2) Roll Call- taken by Secretary McClay

Agenda Item 3) Preparation for Stakeholder rollout and President’s Council

- a. Terry thanked the DEI Committee for work on the Staff Commitments and getting them passed to move forward at the recent Staff Assembly meeting
- b. Terry received a gratitude from Naglaa on committee work and moving quickly
- c. Review responses submitted during the Assembly Meeting on March 15th
 - i. Reviewed 4 responses received from Assembly, used feedback to write rollout
 - ii. Possible follow-up in a year – survey to ask how have you implemented this in your job?
 - iii. Create a Staff Commitment Page once approved by Presidents Council?
- d. Rollout? We removed the distinction question: Is your role at the college Faculty or Staff?
 - i. These are individual, how these apply to you will differ for each person, intentionally kept broad so everyone can connect to these in their unique role at the College, their everyday work.
 - Email only?
 - Plan on sending out next week for a one week period March 25-29th
 - Check if Marketing can send out CC Daily reminders for “staff” to check their email
 - Thoughts/suggestions?
- e. Email Draft:

Dear CCRI Staff,

The Staff Assembly DEI Committee was charged with creating four Staff Commitments to enhance the Guiding Principles, align with the Strategic Plan and further the Mission of the College. Staff Commitments are designed to apply to each Staff member in their unique role at CCRI and how their everyday work is connected up through the Guiding Principles to the Mission.

We would love to received your feedback on the four Staff Commitments, approved by the Staff Assembly. Please click the link below for the survey.

Thank you for “Saying Yes”!
Staff Assembly DEI Committee

Agenda Item 5) Adjournment

- Chair Notaripippo motion to Adjourn 2:02pm
- Rep. Geraldo Second motion
- Vote: 4 Yes, 0 No, 0 Abstain

Voting Members				
Name	Title	Department	Division	Attendance
Maya Geraldo	Manager, Academic Initiatives and Operations	Office of the VP of Academic Affairs	Academic Affairs	Yes
Raekwon Grace	Facilitator OD and DEI	Human Resources	Administration & Finance	Yes
Tiffany McClay	Assistant Director of Purchasing	Purchasing	Administration & Finance	Yes
Terry Notaripippo	Information Services Technician II	Library	Academic Affairs	Yes
Amy Zervas	Coordinator	Human Resources	Administration & Finance	No
Non-Voting / Ex-Officio				
Christine Lynch	Assistant Professor	Allied/Rehab Health/Occup Ther	Faculty/Rep of DEI Faculty Committee	No