

**Date:** April 1, 2024  
**Start Time:** 10:00am

**Room Number:** Knight 3140 and [WebEx Link](#)  
**End Time:** 11:00am

**Meeting Secretary:** Tiffany McClay

### Meeting Agenda

1. Call to Order
  2. Rollcall
  3. Stakeholder survey rollout
    - a. Review responses submitted during rollout week March 25th - March 29th
    - b. Based on responses, decide if changes are necessary to the approved language.
      - i. brainstorm language changes (if needed)
    - c. Next steps
  4. Adjournment
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**Agenda Item 1) Call to order: Chair Notaripippo called the meeting to order at 10:05am**

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

**Agenda Item 3) Stakeholder survey rollout**

- a. Review responses submitted during rollout week March 25th - March 29th
  - i. 36 responses
  - ii. Per Marketing 67 people opened email
  - iii. Confirmed no faculty opened the survey
  - iv. Responses and Comments overwhelmingly positive
    1. One disagree response but corresponding comment suggested minor rewording
      - a. Rewording suggested mimicked our original wording which was reworked based on feedback from the DEI Council
      - b. Agreed to keep wording as is based on majority of feedback
    2. Some comments were asking for examples and how to perform the commitment, as well as how will these be measured and enforced
  - v. Roll out will address the questions and concerns within the survey
- b. Based on responses, decide if changes are necessary to the approved language.
  - i. No red flags or major disagreements
  - ii. Create formal resolution to vote upon in Staff Assembly on Friday (4/5) Special Meeting to move forward to President's Council
  - iii. Chair Notaripippo motion to move forward with language as is, no further edits required
    1. Rep. Zervas second motion
    2. Vote: 4 yes, 0 No, 0 Abstain
  - iv. brainstorm language changes (if needed) – Not needed

Next steps **Agenda Item 5) Adjournment**

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- Chair Notarpiippo motion to Adjourn 11:05am
- Rep. Zervas 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                | No         |
| 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                | Yes        |
| Non-Voting / Ex-Officio |  |                                      |   |            |
| Christine Lynch         | Assistant Professor                          | Allied/Rehab Health/Occup Ther       | Faculty/Rep of DEI Faculty Committee    | No         |
| Naglaa Gaafar Rego      | Coordinator Financial Aid SAP Initiatives    | Financial Aid                        | Student Affairs/Chair of Staff Assembly | Yes        |