

**COE Diversity Committee Meeting  
February 6, 2013**

**In attendance:** Tambra Jackson, Julie Rotholz, Nick Mariner, Zach Kelehear, Toni Torres-McGehee, Lynn Harrill, Beth Powers-Costello

**Update Diversity Forum**

1. Julie and Nick will respond to those who have submitted abstracts and inform them they will facilitate their round table discussion twice. They will also send out an email to the entire college by Feb. 15. The email will list the presenters and their titles as well as inform people of the lunch and faculty meeting afterwards.
2. There are currently 4 submissions (2 from ITE and 2 from EDLP) and a display from Craig Kridel. Nick and Toni will go back to their departments to get more representation from other departments for presenters. Toni will talk Jeremy Searson in Athletic Training to discuss diverse clinical placements.
3. Discussed the format of the Diversity Forum  
**8:30-9:00AM**
  - Opening from Dean (5 minutes) – will ask Mike first, if not then Zach
  - Opening from Tambra Jackson  
**9:00-9:45 AM**
  - Round Table Discussions  
**9:45-10:00 AM- BREAK**  
  
**10:00-10:45 AM**
  - Round Table Discussions  
**10:45-12:00 PM**
  - Diversity Plan Discussions in program areas
4. Committee will review evaluation forms from last year on Blackboard and send Tambra any comments, changes, or feedback.
5. Julie will bring 25 copies of the diversity plan, a 1 pager of objectives and evidence to support low or high performance for meeting those objectives, and copies of the evaluation.
6. Tambra will check with Bryan Burgin regarding whether or not we have to set up or break down the space before the event and the availability of technology.
7. Zach will confirm the support from the Dean's office for food. The committee's preference is to have boxed lunches available and coffee in the morning.

**Spring Meetings**

- March 6, 2013, April 3, 2013, May 1, 2013

Meeting adjourned at 11:50AM