

Diversity, Equity, and Inclusion (DEI) Action Task Force 2021-2022

6 May 2021 Virtual Meeting (1:00-3:00 pm CT)

MINUTES

PRESENT: Rafael Longoria (Chair), Rafael Beneytez-Duran, Gail Borden, Drake Flood, Dietmar Froehlich, Javier Guerrero, Sarah Holloway, Michael Kubo, Andrew Kudless, Estelle Lee, Patricia Oliver, Trang Phan, Ziad Qureshi, Cynthia Sac, Stephen Schad, Sheryl Tucker de Vasquez, and Sarah White.

1. Introduction

-DEI Action Task Force member Professor EunSook Kwon has accepted a position at another university. Dean Oliver will appoint another faculty member to represent the Industrial Design program on the DEI Action Task Force.

-Cynthia Sac has joined the DEI Action Task Force to represent the graduate students after a call for volunteers was sent to all the graduate students in the College.

-Four members of the original DEI Task Force (Chair Sheryl Tucker de Vasquez, Javier Guerrero, Estelle Lee, and Sarah White) are also serving on this DEI Action Task Force to provide continuity.

-Attachment #1 shows the updated DEI Action Task Force membership.

2. DEI Action Task Force Mission

-This task force has been charged by Dean Oliver to implement as many of the 45 recommendations listed in the January 2020 Diversity, Equity, and Inclusion Task Force Report as possible, and as soon as possible.

3. Proposed Summer Meeting Schedule

-The DEI Action Task Force agreed to meet on the following dates in order to be ready to make an initial progress report to the College at the beginning of the Fall 2021 Semester:

Thursday, 3 June 2021 at Noon (CT)

Thursday, 1 July 2021 at Noon (CT)

Thursday, 5 August 2021 at Noon (CT)

4. Review Recommendations

-The January 2020 Diversity, Equity, and Inclusion Task Force Report (available in the College web site) includes 12 goals in 5 categories with 45 recommendations.

-The College-wide administrators substantially responsible for supervising the implementation of the five categories of recommendations listed in the December 2020 report are as follows:

- 1-College (Responsible Administrator: Dean)
- 2-Students (Responsible Administrator: Assistant Dean for Student Affairs)
- 3-Curriculum (Responsible Administrator: Associate Dean for Academic Affairs)
- 4-Faculty (Responsible Administrator: Associate Dean for Academic Affairs)
- 5-Community (Responsible Administrator: Dean)

5. Point Person Assignments

-After reviewing all the DEI recommendations during the meeting, task force point persons (identified in red) responsible for shepherding each of the 45 recommendations were assigned. When more than one person is assigned to a recommendation, an asterisk marks the person responsible for convening the rest of the group, or in other cases, parenthetical notes indicate their separate tasks.

-All the task force point persons have agreed to make a report at the next scheduled meeting (3 June 2021) that investigates their assigned recommendations in-depth, states the current status of their assigned recommendations, describes the timing and estimated budget amount implications of these recommendations, and identifies the relevant persons, committees, or organizations best equipped to implement these recommendations.

-Attachment #2 shows the list of task force point person assignments for each of the 45 recommendations.

6. Adjournment

- Meeting adjourned at 3:00pm.

Attachment #1

2021-2022

DEI Action Task Force Membership

Rafael Longoria, Chair

Rafael Beneytez-Duran

Gail Borden

Drake Flood (UA Student)

Dietmar Froehlich

Javier Guerrero (UA Student)

Sarah Holloway

Michael Kubo

Andrew Kudless

Estelle Lee (ID Student)

Patricia Oliver

Trang Phan

Ziad Qureshi

Cynthia Sac (GA Student)

Stephen Schad

Sheryl Tucker de Vasquez

Sarah White (IA Student)

(Missing: Industrial Design Faculty Representative)

Attachment #2

DEI ACTION TASK FORCE POINT-PERSON ASSIGNMENTS

6 May 2021 DRAFT

1. COLLEGE Organization and Budget

GOAL 1.1: Create a More Inclusive and Diverse College Culture

1.1.1: *Integrate a diversity statement into the College Vision Statement.*

Dean's Office / ATF Point Person: Patricia Oliver

Currently in progress.

1.1.2: *Revise the Studio Culture Policy.*

Academic Affairs & Student Affairs / ATF Point Person: Dietmar Froehlich* & Trang Phan

Currently in progress (College Culture Policy).

1.1.3: *Commit to advancing diversity, equity, and inclusion in all College committees, plans, and reports.* Steering Committee & Dean's Office / ATF Point Person: Andrew Kudless (SC) + Patricia Oliver (DO)

1.1.4: *Implement anti-bias training.*

UH Office of Diversity / ATF Point Person: Trang Phan

1.1.5: *Diversify the ethnic and racial composition of College staff to mirror its diverse student demographics.*

Dean's Office / ATF Point Person: Patricia Oliver

Current College Staff: Asian 3; African American 1; Hispanic 7; Caucasian 7 / Female 12; Male 6

GOAL 1.2: Align Budget and Programming Priorities with Diversity, Equity, and Inclusion Goals

1.2.1: *Diversify public programs and events at the CoAD.*

Programs Committee / ATF Point Person: Rafael Beneytez-Duran (2021-2023) + Andrew Kudless (2020-2022) + Drake Flood (Students)

2019-2021 Programs Committee: Rafael Beneytez-Duran, Alan Bruton, George Chow

2020-2022 Programs Committee Elect: Alan Bruton, Jason Logan, Andrew Kudless

2021-2023 Programs Committee Elect-Elect: Mili Kyropoulou, Rafael Beneytez-Duran, Michael Kubo

1.2.2: *Implement a formal process to invite CoAD community members to participate in developing public programming.*

Programs Committee / ATF Point Person: Rafael Beneytez-Duran (2021-2023) + Andrew Kudless (2020-2022) + Drake Flood (Students)

In progress (2019-2021).

1.2.3: *Support and showcase the work and initiatives of the CoAD's student organizations.*

Dean's Office & Student Affairs / ATF Point Person: Stephen Schad (DO) + Trang Phan (SA) + Javier Guerrero (Students)

In progress.

GOAL 1.3: Evaluate and Measure the Success of DEI Initiatives

1.3.1: *Implement a schedule to collect and analyze diversity, equity, and inclusion data as a means to evaluate and measure the impact of actions.*

Academic Affairs & Student Affairs / ATF Point Person: Dietmar Froehlich + Trang Phan*

1.3.2: *Incorporate reporting about diversity, equity, and inclusion initiatives and progress.*

Dean's Office & DEI Action Task Force / ATF Point Person: Stephen Schad (DO) + Rafael Longoria (ATF) + Sarah White (Students)

2. STUDENT Experience and Support

GOAL 2.1: Recruit BIPOC Students

2.1.1: *Fund a full-time recruitment position in the student services office.*

Student Affairs / ATF Point Person: Trang Phan* + Estelle Lee + Javier Guerrero

2.1.2: *Re-evaluate the admissions process and portfolio criteria.*

Student Affairs, Undergraduate Committee & Graduate Committee / ATF Point Person: Trang Phan (SA) + Dietmar Froehlich (UC) + Gail Borden (GC) + Drake Flood (Students)

2.1.3: *Fund the CoAD Ambassadors Program.*

Student Affairs / ATF Point Person: Trang Phan

2.1.4: *Increase need-based scholarships and grants for education.*

Student Affairs / ATF Point Person: Trang Phan* + Estelle Lee + Javier Guerrero

2.1.5: *Partner with Houston-NOMA Project Pipeline at UH.*

NOMA & WonderWorks (Drexel Turner) / Committee Point Person: Javier Guerrero (NOMA) + Rafael Longoria (WonderWorks)

2.1.6: *Provide mentorships for prospective students. Partner with programs such as the ACE Mentorship*

Alumni Association / ATF Point Person: Sarah Holloway

GOAL 2.2: Support BIPOC Students

2.2.1: *Fund BIPOC student organizations and initiatives.*

Student Affairs / ATF Point Person: Trang Phan* + Drake Flood + Javier Guerrero + Estelle Lee + Cynthia Sac + Sarah White

2.2.2: *Listen and respond to BIPOC and other diverse voices at UHCoAD.*

Dean's Office & Alumni Association / Committee Point Persons: Trang Phan (DO) + Sarah Holloway (AA)

2.2.3: *Provide financial and facility support to students in need.*

Academic Affairs & Student Affairs / ATF Point Persons: Dietmar Froehlich + Trang Phan* + Drake Flood + Javier Guerrero + Estelle Lee + Cynthia Sac + Sarah White

2.2.4 *Connect BIPOC students to career and networking opportunities.*

Alumni Association / ATF Point Persons: Sarah Holloway + Drake Flood + Javier Guerrero + Estelle Lee + Cynthia Sac + Sarah White

GOAL 2.3: Retain BIPOC Students

2.3.1: *Improve feedback and evaluation structures between faculty and students.*

Academic Affairs & Student Affairs / ATF Point Person: Dietmar Froehlich + Trang Phan* + Drake Flood + Javier Guerrero + Estelle Lee + Cynthia Sac + Sarah White

2.3.2: *Re-evaluate the informal process by which students are encouraged to leave the program, particularly in relation to bias or other prejudices that impact these decisions.*

Student Affairs / ATF Point Person: Trang Phan* + Drake Flood + Javier Guerrero + Estelle Lee + Cynthia Sac + Sarah White

2.3.3: *Encourage faculty to attend workshops or trainings that can support their teaching effectiveness and/or engagement with their diverse students.*

Academic Affairs & Student Affairs / ATF Point Person: Dietmar Froehlich + Trang Phan*

3. CURRICULUM Transformation

GOAL 3.1: Create a Diverse and Inclusive Curriculum

3.1.1: *Establish a curriculum committee at the CoAD.*

Steering Committee, Deans, Directors & Coordinators (UC + GC) / ATF Point Person: Andrew Kudless (SC) & Michael Kubo (UC + GC)

3.1.2: *Develop a Curriculum Strategic Plan for the integration of diversity, equity, and inclusion.*

Deans, Directors & Coordinators / ATF Point Person: Michael Kubo (UC + GC)

3.1.3: *Provide a “Studio Culture Policy” statement for studio courses.*

Academic Affairs / ATF Point Person: Dietmar Froehlich

4. FACULTY Diversity

GOAL 4.1: Diversify the Faculty Through Targeted Recruiting and Hiring Strategies

4.1.1: *Create a plan to increase and maintain the diversity of the CoAD faculty and staff.*

Deans, Directors & Coordinators / ATF Point Person: Patricia Oliver + Dietmar Froehlich

Relevant for NAAB, NASAD & CIDA accreditations.

4.1.2: *Minority Serving Institutions (HBCU, HSI) Faculty Pipeline Recruitment Program.*

Steering Committee, Undergraduate Committee & Graduate Committee / ATF Point Persons: Andrew Kudless (SC) + Dietmar Froehlich (UC) + Gail Borden (GC)

4.1.3: *Search Committee anti-bias training.*

Dean's Office / ATF Point Person: Patricia Oliver

4.1.4: *Open the adjunct faculty hiring process.*

Dean's Office, Undergraduate Committee & Graduate Committee / ATF Point Person: Patricia Oliver (DO) + Dietmar Froehlich (UC) + Gail Borden (GC)

4.1.5: *Institute a transparent process to identify needed faculty positions and developing announcements for those positions.*

Dean's Office, Undergraduate Committee & Graduate Committee / ATF Point Person: Patricia Oliver (DO) + Dietmar Froehlich (UC) + Gail Borden (GC)

GOAL 4.2: Retain and Support a Diverse Faculty

4.2.1: *Expand the diversity of faculty in leadership roles.*

Deans, Directors & Coordinators / ATF Point Person: Patricia Oliver

4.2.2: *Distribute service commitments equitably.*

Dean / ATF Point Person: Patricia Oliver

4.2.3: *Fund faculty research focused on diversity, equity, and inclusion.*

Dean / ATF Point Person: Patricia Oliver

4.2.4: *Create a faculty development and mentoring program.*

Promotion, Tenure & Retention Committee / ATF Point Person: Rafael Longoria* + Ziad Qureshi

4.2.5: *Recognize and reward community based research and creative work.*

Promotion, Tenure & Retention Committee / ATF Point Person: Rafael Longoria* + Ziad Qureshi

GOAL 4.3: Achieve Pay Equity Among Faculty

4.3.1: *Identify salary inequities and develop a policy to achieve pay equity.*

Dean's Office & Provost's Office / ATF Point Person: Patricia Oliver * + Dietmar Froehlich

5. COMMUNITY Third Ward Engagement

GOAL 5.1: Build and Strengthen the Structures for Meaningful Community Engagement and Partnerships

5.1.1: *Create a community engagement sub-committee as part of the permanent DEI Committee.*

Steering Committee / ATF Point Person: Andrew Kudless (SC)

5.1.2: *Host an annual Third Ward roundtable event.*

DEI Action Task Force / ATF Point Person: Sheryl Tucker de Vasquez + Rafael Longoria* + Drake Flood

5.1.3: *Ensure that CoAD is an active partner in the UH Third Ward Initiative.*

DEI Action Task Force / ATF Point Person: Sheryl Tucker de Vasquez

GOAL 5.2: Support and Reward Community Engaged Work

5.2.1: Establish a student community design-research award.

Student Affairs / ATF Point Person: Trang Phan

Nia Becnel Award?

5.2.2: Fund a student community fellowship.

Deans's Office / ATF Point Person: Patricia Oliver

5.2.3: Establish a faculty community design research grant

Dean's Office / ATF Point Person: Patricia Oliver

5.2.4: Reward and recognize the community-based research and design work of faculty.

Promotion, Tenure and Retention Committee / ATF Point Person: Rafael Longoria* + Ziad Qureshi

5.2.5: Share voices and stories of community collaborations.

Dean's Office / ATF Point Person: Stephen Schad

In progress.