Diversity Committee Meeting Minutes
August 9, 2011

Convener: Robinette Kelley
Present: Randy Borst, Sarah Piraino, Marvis Robinson, and Robinette Kelley
Excused: Elizabeth Schaal, Phyllis Floro, Shelaine Rigby, Kevin Ragland, Crystal Kaczmarek-Bogner, Janiece Kiedrowski, Bill Coles, Jessica Coram, Kristina Costanzo, and Ellen Dussourd
Recorder: Robinette Kelley

Agenda:

1. Diversity Calendar
2. Fall 2011 Event Planning

1. Robin mentioned that over the past year, Krissy has been graciously keeping the Diversity calendar updated. She noted however that the calendar can be a huge undertaking for one person. Additionally, Robin stated that one feature of the calendar is the “Did You Know” section which highlights fun facts about UB with respect to diversity. Moreover, Robin mentioned that in the past the diversity calendar included a section entitled “Things to Do” which has not been updated in a few years. She explained that the “Things to Do” section included specific University as well as community events relative to monthly themes or certain calendar day events. The attending committee members were asked if they were able to assist Krissy in maintaining the calendar and possibly reviving the “Things to Do” section. Sarah volunteered to help with the calendar.

The committee also discussed how to make the calendar more visible through MYUB and/or other UB websites, mailings, or calendars. Sarah mentioned a regular email entitled “UB Needs to Know” which goes out to staff that is very popular. She suggested that it may be helpful to link the diversity calendar to this list serve. Marvis suggested linking the diversity committee calendar with the Student Diversity Center website or calendar. Robin indicated that Phyllis mentioned a year ago that the Intercultural Diversity Center (IDC) was planning to post a diversity calendar on the web. She suggested that it might be a good time to revisit connecting the two calendars.
Action Items

Sarah will work on the Diversity Calendar with Krissy. Sarah will check with the “UB Needs to Know” list provider to see if the Committee can get a line or link in that email.

Randy will check with MYUB to see if it is possible to get a link to the Diversity Committee Calendar on that sight. When the disabilities speaker series line up for the fall is set, Randy will provide that information for the Diversity Committee Calendar.

Robin will ask Phyllis about linking the Diversity Committee Calendar with the IDC’s Calendar in some way and about sharing information.

2. The committee discussed last year’s Festive Potluck Luncheon. There was a consensus that the event was well attended last year and overall the committee received a lot of positive feedback. Robin asserted that she would like for the committee to hold the event annually. The committee concurred. The discussion then turned to the timing of the event. The committee agreed that the first week in November was an ideal time to hold the event given the academic calendar, holiday celebrations, and other events during the fall. The committee settled on November 3, 2011 for the event. The attendees discussed the format of the event held last year. All decided that last year’s format worked well for the event, especially the student component, music, and the educational ice breaker exercise to commence the event. As previously, the committee would request traditional or family dishes to gain a wider audience and to promote diversity. The committee will contact Campus Dining to see what cultural or traditional deserts they may have available. Robin mentioned that the Graduate School of Education sponsored desert trays from Campus Dining last year, although there were more than enough deserts brought to the event. She cautioned however, that since we are asking people to bring in dishes it may be difficult to know where the need will be until a few days before. Robin suggested that it might be a good idea to keep Campus Dining in mind.

The discussion turned to music. Robin submitted that she received a great deal of positive feedback on the band from last year. She informed the committee that the band was from the Colored Musicians Group. The committee agreed that the band was a very nice feature. Robin mentioned the current economic climate at the University and cautioned that although several departments sponsored the event last year, she is not sure the committee will get the same response this year. Given the economic situation she suggested that funding may not be available for a band or a speaker/facilitator.

Committee members were asked to come up with ideas or activities that would facilitate networking among attendees. Marvis mentioned a “name tag” exercise that might work well as an ice breaker. Sarah mentioned an activity that the IDC did with her office entitled “Diversity Bingo” she felt would be a great exercise for the event. Marvis suggested that some departments may be willing to sponsor the event given that it promotes diversity. Robin stated that the committee will explore donations from University department since the goal is to provide a free event. Committee members were asked to think about finalizing the event structure for the next meeting.
Finally, the committee discussed the possibility of planning other events during the fall semester especially those put on hold from last spring. Randy asserted that the committee is very active as it sponsors at least one program per semester. He suggested that if the committee decided to do another event during the fall semester that it is kept simple (for example a brown bag session). The committee concurred.

**Action Items**

Robin will confirm the date for the event. Moreover, Robin will check into reserving room 145 Student Union. Robin will check with the consultant group from last year to determine interest and to get a written proposal for a facilitative exercise.

Sarah will check with the Student Association to see if any of their groups will perform. Additionally, she will gather more details about the “diversity bingo” game.

Marvis will make initial contact with the Colored Musicians Group. Robin will follow up with them. Additionally, she will gather more details about the “name tag” game.

Committee members will continue to think about facilitative exercises for the event.

Meeting adjourned at 2:00 pm. The next meeting is scheduled for September 13, 2011 at 1:00 pm in 405 Capen Hall.

Respectfully submitted,

Robinette Kelley